THE AMERICAN ARCHIVIST

Volume XVI JULY 1953 Number 3

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The Bibliography of a Defeat: The Search for Records on the Loss of the Philippines[1]

By LOUIS MORTON

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FEW military disasters of modern times are as sparsely documented or inadequately recorded in the official records as the defeat of America's forces in the Philippines in the first 6 months of World War II. Cut off from the United States almost immediately and encircled by a tightening blockade, the Philippine garrison soon became the only island of resistance in the rising tide of Japanese victory. Its sole remaining means of communication with the outside world was by radio. Occasionally an airplane or submarine reached Manila Bay with vitally needed supplies, carrying back on the outward voyage to Australia and Hawaii small and selected cargoes. Space was at a premium; there was room only for the nurses, correspondents, officials and their families, selected officers and enlisted men, and precious commodities such as the gold of the Philippine Commonwealth. Under the circumstances, records did not enjoy a high priority, and only a small number of official documents survived the campaign. How then was the historian to reconstruct the story of the loss of the Philippines? Where would he find the materials needed to write a complete and accurate account of the campaign? The search for this material was a long one, but it proved to be an exciting and ultimately a rewarding adventure.

Official Records

Among senior commanders in the Philippines there was a strong desire to justify their conduct of the campaign to their countrymen. This, they realized, could be done only if the record was preserved, and on at least three occasions during the course of the battle precious air and submarine space was set aside so that the most im-

[1] This article is abridged from the bibliographical chapter entitled "The Sources" in the forthcoming book *The Fall of the Philippines*, in the series *The U. S. Army in World War II.* Copyright 1953 by Orlando Ward; permission for reproduction may be obtained on request from the Chief of Military History, Department of the Army.

portant records might be sent back to the United States. The first of these occasions was in February 1942, when General MacArthur sent out by submarine, in the custody of Francis B. Sayre, the High Commissioner, a footlocker filled with personal and official papers. This footlocker reached the United States safely and was stored in a bank in Washington for the duration of the war. It was then returned, by officer courier, to General MacArthur and has remained in his possession since. Though its contents are not known, there is reason to believe that the footlocker contains material of value on the early part of the campaign.

The second shipment of records came in April 1942, when General Wainwright took advantage of the presence of two small aircraft on Corregidor to send to Maj. Gen. William F. Sharp on Mindanao 15 packages of records, of undetermined bulk, to be delivered to General MacArthur's Chief of Staff, Lt. Gen. Richard Sutherland, in Australia for forwarding to Washington. Included in this shipment were General Wainwright's diaries and the General Staff journals, with supporting documents. Only the 5 packages of G-3 records were inventoried, and these consisted of 10 journal files, covering the period from November 28 to April 10, and 20 supporting documents, including general and field orders, training memoranda, and the journals or reports of all the major commands in the Philippines.

The evidence that these records were received in Melbourne and placed in a vault in General Sutherland's office is indisputable. Their disposition thereafter is not known. The 7 packages of G-4 records may have reached Washington, for there exist in the files of The Adjutant General, 8 feet (one file cabinet) of records sent from Corregidor. These records, which deal largely with supply matters, are especially valuable in the study of shortages in food and medicine. When used, they were physically located in the Departmental Records Branch, AGO, and designated USAFFE-USFIP records.[2]

Assuming that the USAFFE-USFIP records are a part of those sent from Corregidor in April 1942, the disposition of the remainder of the 15 packages — the G-2 and G-3 journals, General Wainwright's diaries, and supporting papers (altogether 8 packages) — remains a mystery. A careful search of the files of The Adjutant General in Washington and of GHQ, Far East Command (FEC) in Tokyo, successor to the 1942 headquarters in Australia, has

[2] The symbol USAFFE is an abbreviation for General MacArthur's U. S. Army Forces in the Far East; USFIP for General Wainwright's United States Forces in the Philippines.

failed to produce them, and the principals, Generals Wainwright and Sutherland, assert they have no knowledge of their whereabouts.

The third shipment of records from Corregidor was by submarine on May 3, just before the final surrender. There is no description of these records other than the statement that they included "records and orders," but many, if not most of them, were probably finance and personnel records. Their final disposition is unknown, but it is possible that the 8 feet of USAFFE-USFIP records described above came from this shipment rather than the earlier one which went to General Sutherland in Australia. If that is so, then all 15 packages of the second shipment have been lost.

Though there was little prospect that their records would survive, most of the units in the Philippines did their best, nevertheless, to maintain proper records in accordance with existing Army practice. The quality of these records varied considerably, depending on the unit's proximity to the enemy and on the interest and ability of commanders and clerks. Higher headquarters, which usually had the necessary personnel and equipment, kept the most complete records. Those of combat units, however, were sketchy. These units, composed largely of Filipinos, hastily mobilized and inadequately trained, had little opportunity to keep records. Some, even if they had wished to do so, could not have complied with regulations. They lacked clerical personnel and, in some instances, had first sergeants who could neither read nor write. To these difficulties was soon added another, the shortage of paper. Paper was so scarce on Bataan that orders had to be issued on the reverse side of prewar mimeographed regulations and administrative memoranda.

On Corregidor and the adjoining islands of the harbor defenses, more careful records were kept. The units there were composed of regulars — Americans and Philippine Scouts — trained and disciplined, and accustomed to maintaining records. Though subjected to air and artillery bombardment, they were in fixed positions and had ample opportunity to continue to keep accurate administrative and operational records. These, like the records on Bataan, were destroyed when the order was given to surrender.

With the capitulation of Corregidor and of the islands to the south, all communication with the Philippines came to an end. The entire garrison, an army of 140,000 men, passed into captivity; and, except for the handful who escaped, no word of their fate reached the United States. Though most of the Filipinos were ultimately released from prison camp, there was no way by which they could communicate with the Allies except through the clandestine in-

telligence organization kept alive by funds and equipment from Australia. Nominally free, the former Filipino troops of MacArthur's and Wainwright's army were as effectively prisoners of the Japanese as if they had remained in prison camp.

It was only at the end of the war, with the return of the emaciated American prisoners from Japanese camps in the Philippines, Japan, and Manchuria, that the War Department received an official report of the campaign. During their years in prison camp, higher commanders and their staff officers, on orders from General Wainwright and under the eyes of the Japanese, had begun the preparation of an operations report in anticipation of the day when they could present their own account of the disaster that had befallen American arms. These preliminary reports, written from memory, were ultimately collated into a single report by General Wainwright and a group of his former staff officers at Fort Sam Houston in 1946.

Entitled "Report of Operations of USAFFE and USFIP in the Philippine Islands, 1941-1942," Wainwright's report covers the period of prewar preparations as well as the entire period of the campaign. It includes, therefore, the activities not only of his own command, USFIP, from March 21 to May 6, but also those of MacArthur's earlier command, USAFFE, which was transferred with the General to Australia in March 1942. Since neither General MacArthur nor any members of his staff assisted Wainwright in the preparation of his report, that report cannot be considered an authoritative statement of decisions made by USAFFE or of the operations conducted by that headquarters. But in the absence of a report from General MacArthur, it is the only account by a senior American commander. A copy of the report is in the Office of the Chief of Military History.[3]

The report is an ambitious and large work, with little form. Actually, it is a collection of separate reports, each organized and prepared differently, and attached to the basic report as an annex. There are 18 such annexes, 8 of which deal with the operations of major tactical commands, 4 with the activities of certain special staff sections, and 6 with miscellaneous matters, such as citations, lists of units, and the organization of various headquarters. Unfortunately, the Wainwright report contains an account of the operations of only one of the divisions, the Philippine Division, which fought on Luzon, and none of any unit smaller than a division. Miss-

[3] Except where otherwise indicated, the records described below are on file in the Office of the Chief of Military History.

ing also are the reports of the ordnance and artillery officers, and of many of the service and administrative headquarters.

Despite its deficiencies and its uneven nature Wainwright's report contains much of value. Some of the annexes are ambitious reports in their own right, with numerous appendixes. Annex XI, Maj. Gen. William F. Sharp's report on the Visayan-Mindanao Force, for example, contains 37 appendixes and fills more than 700 pages. Comparable reports are those by Maj. Gen. George F. Moore, commander of the Harbor Defenses, and by Brig. Gen. Charles C. Drake, the quartermaster. Unfortunately, not all the annexes are as adequate, the most deficient being those of the tactical commands. The report of the Luzon Force, for example, which covers the critical period of the fighting on Bataan between March 12 and April 9, is only 8 pages long, and the supporting reports of the general staff fill only 10 more pages.

Official records on the prewar period and on the place of the Philippines in the strategy of the war are far more plentiful than those dealing with the campaign itself. Most of these are in the custody of The Adjutant General, filed at this writing in the Departmental Records Branch. The organizational records of GHQ, Southwest Pacific Area, MacArthur's headquarters during the war, also contain some material of value. When used they were physically located in the Kansas City Records Center, AGO.

Most of the strategy and policy papers relating to the Philippines were filed originally in the War Plans Division (WPD), or its wartime successor, the Operations Division (OPD, now G-3) of the General Staff. These files, with certain exceptions, have now been transferred to the Departmental Records Branch, AGO. Their integrity has been maintained, however, and they still bear the original WPD and OPD file numbers. The Chief of Staff files were handled in the same manner.

Though most of the WPD and OPD records of the 1941-42 period have been turned over to The Adjutant General, G-3 still retains possession of certain files dealing with strategy and policy. The most valuable of these are the former executive office files and the highly confidential strategy papers of the registered documents collection of the Operations Division. The former contains about a half-dozen folders relating to the Philippine campaign, including the messages between General Marshall and Generals MacArthur and Wainwright.

Many relevant documents were found in the 40 volumes produced as a result of the hearings of the Joint Committee (79th Congress),

which investigated the attack on Pearl Harbor. Eleven of the volumes consist of hearings, 18 of exhibits presented during the course of the hearings, and 1 of the majority and minority reports of the committee.

For air operations the writer relied largely on secondary accounts, especially the official history of the Army Air Forces, but on occasion had to extend his research into the files. In the case of the controversial attack on Clark Field, it was necessary to go even beyond the Air Force's records and to seek material from the participants themselves. Particularly valuable in this instance were the interviews and the correspondence with General Sutherland.

Naval records dealing with the loss of the Philippines were found in the Office of Naval Records. Reports of Adm. Thomas H. Hart and Rear Adm. Francis W. Rockwell, the former as commander of the Asiatic Fleet and the latter as 16th Naval District commander, are especially useful for the naval point of view and for the Navy's contribution to the defense of the Philippines. Rockwell's report, which covers the period from December 1, 1941, to March 19, 1942, contains a number of supplementary reports as well as a portion of the War Diary of the 16th Naval District.

The operations of the 4th Marine Regiment, which came from Shanghai before the war and was assigned to the defense of Corregidor, are covered briefly in the postwar report of the commander, Col. Samuel L. Howard, filed in the Historical Division, USMC. Its regimental records, like those of Army units, were destroyed when Corregidor surrendered, and the story of the 4th Marines must be reconstructed from memoirs and interviews. Fortunately, this task has been accomplished in part by Hanson W. Baldwin in a four-part article entitled "The Fourth Marines at Corregidor," published in the *Marine Corps Gazette* (November 1946-February 1947).

Unofficial Records

Perhaps the least satisfying aspect of General Wainwright's Report of Operations is the absence of supporting reports by division and regimental commanders. Except for the report of the Philippine Division and the elements of the Visayan-Mindanao Force, Wainwright's report and accompanying annexes describe the campaign from the viewpoint of corps headquarters or higher. To rely on it for combat operations, therefore, was most unsatisfactory and the historian had to make every effort to secure material on the operations of units smaller than corps.

Fortunately, many American officers who commanded division and smaller units felt as strongly as their superiors the compulsion to leave a record of their experiences. During their years in prison these men had discussed and compared their operations endlessly with their fellow prisoners and had jotted down in cheap Japanese notebooks or on scraps of paper all they could remember and had learned. So scarce was writing material that the men covered every inch of space in the notebooks and wrote in characters so small as to be scarcely legible. These notebooks, hidden most ingeniously from Japanese guards and brought back after the war, form the basis for the most important single collection of records dealing with combat operations of American and Filipino units in the Philippine campaign.

To secure this material the writer embarked on an ambitious letter-writing program, made trips to various parts of the country, and induced many officers to support his requests by letters of their own. It was obviously impossible to reach every officer who had served as a unit commander or staff officer during the campaign, and no effort was made to do so. But letters were written to every division and regimental commander, to the senior American instructors in Philippine Army units, and to many staff officers. Only in exceptional cases were letters sent to battalion and company commanders.

The response to this campaign for material entirely justified the time and effort spent. Only in rare cases did officers categorically refuse to make their notebooks, diaries, and personal papers available. Some who had no records in their possession even volunteered to prepare reports. As this material reached the writer it was reproduced, usually by photostat and with the permission of the donor; a copy was retained in the files of the Office of the Chief of Military History, and the original was returned to the owner. Where the owner had carbon copies there was no necessity for reproduction. In rare instances, the originals were presented to the Office of the Chief of Military History. One such gift came from the widow of General Sharp, who turned her husband's papers over to the author on that officer's death from a heart attack in 1947. Later she gave additional papers to The Adjutant General.

The nature of this collection almost defies description. Included in it are letters written over a 3-year period in prison camp but never sent, diaries, notes, poems, unit histories, reports, memoranda, accounts of single incidents or battles, memoirs, and preliminary narratives intended as the basis for a later, larger work which the writer hoped would be published. These notes vary widely in

size and quality. Some are only one page long and others are ambitious works numbering several hundred pages. Some are written in the dullest prose imaginable; others have real literary merit. Some are accurate and detailed; others are replete with loose generalizations. Common to all is the note of bitterness at what the authors believed to be their abandonment by their Government and the desire to justify themselves to the future.

Among the records thus obtained were accounts of the operations of most of the divisions and a large number of the regiments that fought on Luzon. Brig. Gen. Kearie L. Berry lent the writer his accounts of the operations of the 3d Infantry, 1st Regular Division (PA),[4] which is actually a history of that division. From Col. Ray M. O'Day, senior instructor of the 21st Division (PA), came a history of that division in two thin typescript volumes. Brig. Gen. Clifford Bluemel turned in a report on the operations of the 31st Division (PA), with supporting documents, and Col. Malcolm V. Fortier did the same for the 41st Division (PA). Maj. Gen. Albert M. Jones, who commanded in turn the 51st Division (PA), the South Luzon Force, and I Philippine Corps, has perhaps left a more complete record of his experience than any other commander; and his accounts, supported by those of his chief of staff, form one of the basic sources for a history of the campaign. Brig Gen. Bradford G. Chynoweth prepared a separate account of the 61st Division (PA), at the writer's request, and it has been used in preference to other reports.

Accounts were obtained from all but three of the division commanders. Of these, the absence of a report from Brig. Gen. Luther Stevens on the 91st Division is the most serious, for it was that division which failed to hold at Cabanatuan, thereby permitting the Japanese to break through and imperil the withdrawal to Bataan. The lack of reports from the other two divisions, the 2d Division (PC)[5] and the 11th Division (PA), is not so serious, and is compensated for, in the case of the 11th Division, by regimental reports as well as excellent accounts of the division's most important engagement on Bataan, the "pocket fights."

Supporting these unofficial division histories, as well as the official history of the Philippine Division, are unofficial accounts of the operations of many of the regiments and battalions. Perhaps the

[4] PA is the abbreviation for the Philippine Army, inducted into the Army of the United States by executive order of July 26, 1941.

[5] PC is the abbreviation for Philippine Constabulary, a police force inducted into the Philippine Army prior to the war.

best are those of the 31st (US), 45th (PS), and 57th Infantry (PS), Philippine Division.[6] In the case of the 45th — which figured largely in the fighting on Bataan — there is an account for each of the battalions. The operations of the 11th Infantry, 11th Division, are well covered in three separate reports, two of which were written by Col. Glen R. Townsend, the regimental commander. Reports from the regiments of other divisions are similar to those already noted, the weakest usually being just those where the division report itself is inadequate. There are accounts also of the operations of nondivisional units, such as the 26th Cavalry (PS); the 192d and 194th Tank Battalions (US); and the 86th, 88th, and 301st Field Artillery. Unfortunately, the commander of the Provisional Air Corps Regiment, which for more than 2 months held a sector of the second line on Bataan, never prepared a report, but the operations of other Air Corps units serving as infantry are briefly covered in separate accounts.

The most valuable single collection of small unit histories — including some of those already mentioned — are those that were gathered in prison camp by Capt. Calvin E. Chunn, 45th Infantry (PS). Resolved to write a history of the campaign if he survived the ordeal, Chunn began to collect material shortly after he reached the Cabanatuan prison camp. He spoke with officers from almost every unit and received from them information for an account of their operations. This information, together with other material, such as maps, diaries, statistics, orders, and affidavits, he transcribed into his notebooks. Before he was transferred by the Japanese to a camp in Japan, he buried his voluminous notes in the prison compound at Cabanatuan, where they were found after the war. Copies of the material in the notebooks were made and the originals were returned to Captain Chunn, who by this time had reached the United States.

The diaries, memoirs, and notebooks prepared in prison camp were often as useful source material as the unofficial unit histories. Col. James V. Collier's four notebooks, which were written as a letter to his sons and which cover the entire period of the campaign, are of particular value, since the writer was successively Assistant G-3 of USAFFE and G-3 of Luzon Force. The Bataan Diary (2 vols.) of Col. Richard C. Mallonée, senior instructor of the 21st

[6] PS is the abbreviation for Philippine Scouts, an organization composed of selected Filipinos led by Americans. It had been for many years a part of the U. S. Army. The 31st Infantry was the only Army infantry unit in the Philippines composed entirely of Americans.

Field Artillery (PA), is a thoughtful and accurate account that deals with many more matters than one would expect from an officer who saw the war from a regimental headquarters. Though called a diary, it is actually a sustained narrative. Col. Paul D. Bunker's 190-page diary, closely written on sheets measuring 12 by 16 inches, is a true diary, with daily entries. Colonel Bunker was commander of the Seaward Defenses of Corregidor, and his diary is especially valuable for the operations there. Unfortunately, it contains no entries for the critical period when the Japanese landed and took the island.

The diary of Maj. William J. Priestley is unlike either Mallonée's or Bunker's. It is a compilation of the activities of various units, written by Priestley in prison camp on the basis of information supplied by other officers. Organized haphazardly, it contains all sorts of miscellaneous information difficult to obtain elsewhere. Other diaries useful for a study of the campaign are those of Col. Alexander Quintard, commander of the 301st Field Artillery; Lt. Col. Arthur L. Shreve, artillery officer of the South Luzon Force; Maj. Achille C. Tisdelle, General King's aide; Maj. John McM. Gulick, commander of Battery C, 91st Coast Artillery (PS) — a work of genuine literary merit; and Capt. Roland G. Ames, commander of Battery Chicago, 60th Coast Artillery (Antiaircraft).

After the reconquest of the Philippines and the release of the prisoners of war, a section was formed in General MacArthur's headquarters for the processing of the survivors. This section, called the Recovered Personnel Section, soon began to receive finance, personnel, hospital, and prison records, as well as diaries and notebooks, all of which had been carefully wrapped and buried on Bataan, Corregidor, and the prison grounds to keep them out of Japanese hands. Before these records were sent to Washington — or, in those cases where the papers were of no official value, returned to their owners or heirs — they were carefully screened for any information of value they might contain about the enemy. The entire collection was then microfilmed and deposited in the Records Administration Center, AGO.

Despite the large amount of material thus collected, there was still little information on the operations of small units, of company and battalion size. In some cases the action of these units had been decisive and an accurate account was essential. This gap was filled largely by the survivors, many of whom were assigned as students at the various schools of the Army — at the Infantry School, the Armored Force School, and the Command and General Staff Col-

lege. Required to write a term paper before completion of the course, most of these officers had naturally found a subject in the only campaign of World War II that they had knowledge of. Since most of them had served as company and battalion commanders, it was natural also that they should write about the operations of small units.

To date about 20 such papers have been prepared. More than half of them deal with elements of the Philippine Division, which was officered by Americans. The rest cover operations of elements of the 1st, 11th, 41st, and 91st Divisions, and miscellaneous units. Among this group are the only report of the Provisional Air Corps Regiment, prepared by Lt. Sheldon H. Mendelson while he was a student at the Infantry School, and an account entitled "The First U. S. Tank Action in World War II," prepared by Lt. Col. Thomas Dooley, General Wainwright's aide, during his assignment to the Armored Force School.

Though the unofficial unit histories, diaries, notebooks, and term papers made possible for the first time a reasonable reconstruction of the Philippine campaign, there were still many gaps which needed to be filled before a complete and authentic account could be written. Only the officers who had participated in the actions for which the accounts were incomplete or nonexistent, or those who had been present when important decisions were made, could provide the missing information. This information was secured by letter or by interview. The letter-writing method was used when information of an operational nature was required, or when the distance was too great to permit personal conversation. Interviews were conducted with those officers who were readily available, or where the information needed could not easily be put in writing. The response to both methods was very gratifying and yielded an important body of source material dealing with the campaign.

The correspondence file is of especial value. Those asked to supply information in writing usually produced more complete and accurate answers than those who gave their information orally. Often they made sketches to illustrate their answers, and drew upon personal papers hitherto unknown. Many officers, asked to answer one or two questions, wrote lengthy accounts of actions that had been imperfectly described in existing reports, thus creating additional important sources. Moreover, the signed letters constituted an important addition to the written record of the campaign. All together three thick folders of such material representing the replies of over a hundred officers have been collected.

Unlike the correspondence carried on by the writer, the interviews did not add greatly to the written record, although they were of great value. To have made them a part of the record would have required that the writer take copious notes during the interview, write up a report of the meeting, and then submit it to the officer interviewed for comment and signature. Without this last step, the notes would represent only a one-sided recollection and interpretation of the conversation. Such a procedure was not considered practical, although in many cases notes of the interview were made as a reminder of the more important points. It was felt that the presence of a secretary or the taking of notes would inhibit the conversation and destroy the chief value of the interview — the free expression of opinion. The interviews were conducted therefore on a most informal basis, in home and office, in hotel lobby and restaurant, and, when the officers could be reached, by telephone or by walking along the lengthy passages of the Pentagon.

Japanese Records[7]

The enemy records for the Philippine campaign fall into three major categories. The first and most important of these is a group of histories or reports, part of a collection written by Japanese Army and Navy officers at the direction of G-2, Far East Command. These officers, working as civilians in the *1st* and *2d Demobilization Bureaus*, the former *Army* and *Navy Sections* of *Imperial General Headquarters*, prepared a large number of reports collectively entitled "Japanese Studies in World War II." The total number already completed and translated is well over 100, and more are in preparation. Though the series contains large gaps and the individual studies vary widely in quality, it constitutes the most important single Japanese source on Japanese operations in the Pacific and in Asia during World War II.

Of this large collection, only 3 deal extensively with the campaign in the Philippines. But these are, on the whole, more accurate and complete than reports for later operations. The Japanese won this campaign, and their records therefore were more complete. They did not have to rely, as they did for histories of later operations, on memory.

The most valuable single Japanese source for operations in the Philippines is the two-volume history entitled "*14th Army* Operations." In a sense, all other Japanese documents are supplementary

[7] To avoid confusion with United States or Philippine forces, the Japanese units mentioned in this section are in italic type.

to it. It is detailed, reasonably accurate, and as complete as the after-action reports of most units of comparable size. The first volume consists of the basic report, in narrative form, of *14th Army's* operations on a day-to-day basis and includes the text or paraphrase of many important orders. The second volume contains the supporting documents: maps, intelligence reports, terrain studies, plans, and some brief but informative notes written by General Homma, the *14th Army* commander, shortly before the opening of the final offensive on Bataan.

Neither the air nor naval accounts of Japanese operations in the Philippines are on the same scale as the *14th Army* history. The air force report, entitled "*5th Air Group* Operations," contains a brief history of that headquarters and of its successor commands. It is extremely detailed in operational matters, providing in many instances the number and weight of bombs dropped on a single target, but it is somewhat vague in matters of decision and command. The naval history, "Naval Operations in the Invasion of the Philippines," is the briefest and least satisfying of the reports on the Philippines. Two other histories in the "Japanese Studies in World War II," those of the *Army Section, Imperial General Headquarters* and of *Southern Army*, contain material of value on the Philippine campaign.

The second major category of Japanese source material for the campaign is the collection of the Allied Translator and Interpreter Section (ATIS) of General MacArthur's headquarters. During the war this section screened all enemy documents taken on the field of battle, translating and publishing those of immediate value. At the conclusion of hostilities, ATIS turned its attention to records of a historical nature and interrogated a large number of Japanese officers about their part in the war. These, like the wartime translations, were published in the ATIS series and distributed to interested agencies and commands.

The most useful ATIS documents are the after-action reports of the *65th Brigade* and the *16th Division*. For the brigade there are two reports, one for January 9-27, 1942, when it fought in the Mt. Natib area, and another for January 26-February 29, 1942, covering operations in the vicinity of Mt. Samat. Together they provide a complete account of the brigade's operations during the first part of the siege of Bataan, as well as casualty figures, operations orders, maps, and similar material. The report of the *16th Division* covers the period from December 24, 1941, to January 3, 1942, and was issued 2 days after the conclusion of the operations it describes —

the Japanese landings at Lamon Bay and the advance through south Luzon to Manila. Unfortunately, it lacks supporting documents and maps and is therefore of limited value.

Other ATIS documents of value are postwar interrogations, statements of Japanese officers, and answers to questionnaires sent to key officers by the writer. Many of the interrogations were made specifically for historical purposes, at the request either of the G-2 Historical Section of MacArthur's headquarters in Tokyo or of the Office of the Chief of Military History. These, together with the statements obtained from Japanese officers in response to specific queries, form an important supplement to the Japanese accounts already described.

Except for General Homma, who was executed in Manila in April 1946, almost every Japanese officer who had held an important post during the Philippine campaign was interviewed. The Army headquarters was represented by Homma's first chief of staff, his senior operations officer, his air officer, and other lesser figures. On the division level, information was secured from the commanders, the chiefs of staff, and the principal staff officers. Interrogation of *65th Brigade* officers was inadequate, but this deficiency is no handicap to the historian who has the two excellent after-action reports of that brigade.

The third major Japanese source consists of the transcript and exhibits of the trial of General Homma by an American military tribunal held at Manila in January and February 1946. The 30 volumes of testimony and more than 400 exhibits constitute a storehouse of information on the campaign — on plans, operations, the condition of Japanese troops, the "death march," the occupation of Manila, and the American surrender. Its chief value, however, lies in the fact that Homma's testimony constitutes a statement by the enemy commander of his conduct of the campaign, together with an explanation of the factors which influenced his most important decisions. In this respect, the enemy sources are more rewarding than the American. The records of the trial, when used, were in the custody of the Judge Advocate General, but they have recently been transferred to the Departmental Records Branch, AGO.

In addition to these three categories of Japanese material, there are a number of other enemy sources which deal with the campaign. These include the numerous postwar interrogations and reports of the United States Strategic Bombing Survey, which conducted a detailed study of many facets of the Japanese war effort. The published work of the survey consists of a summary report, two vol-

umes of naval interrogations, and many volumes on the Japanese war effort.

In the National Archives is a large collection of untranslated Japanese military and naval documents obtained at the end of the war and returned to this country. These consist mainly of war diaries, usually of small units, and of some collections of orders. The systematic use of these records would require the services of a staff of translators for several years, a project which this writer regarded as neither practical nor profitable.

Maps

To the difficulties of securing material on the tactical level must be added the lack of the type of maps and overlays required by the military historian. At the start of the war there were only four militarily significant maps of the Philippines in existence. Two of these were U. S. Coast and Geodetic Survey maps, one for the entire archipelago at the scale of 1:600,000, and the other a topographic map consisting of 17 sheets and covering the major islands, scaled at 1:200,000. The other two maps had been prepared by the Army engineers. The first of these was a topographic map and was based on a military survey made between 1911 and 1914. It covered only a portion of Luzon and was scaled at 1:63,360. The other, also a topographic map, was based on a more recent survey of 1934-35. Scaled at 1:31,680, it covered an even more restricted area than the 1:63,360; it was limited to certain sectors of Luzon considered most critical for defense. There were enough copies of the first three of these maps for ordinary needs, but the last was available only in blueprint and in a limited quantity.

The disadvantages of so inadequate a map coverage were perhaps not so serious as might be supposed. Many of the troops were fighting on their home islands in country they knew well. The Americans and the Philippine Scouts had been over the ground many times before and had maneuvered on Bataan as late as January 1941. Those Filipinos who came from islands other than Luzon found the terrain little different from their own. Maps in the quantities needed by American forces in the Pacific later in the war were therefore not required in this campaign.

Facilities for map reproduction in the Philippines were excellent. The plants of the U. S. Coast and Geodetic Survey and of the Commonwealth Bureau of Public Works were available to the military and operated until the evacuation of Manila, though the first was bombed on December 23. Part of the equipment was then moved,

with much difficulty, to Corregidor, where the printing of maps on a limited basis was continued several months longer.

Facilities for the making of maps were not nearly so satisfactory. There was no headquarters base map plant, such as existed later in the war, in the Philippines at that time, no aerial photography, and only a few small mapping detachments in the field. Men trained to make maps were few, and in those days the making of maps was a long and arduous task. Little had been done during the years of peace to remedy these deficiencies. Like other military activities, map making had been severely curtailed for reasons of economy. It was fortunate indeed that the few areas mapped were those where most of the action took place and where most Americans had maneuvered time and again.

During the first part of the campaign, the withdrawal to Bataan, the two maps most in demand were the 1 :200,000 U. S. Coast and Geodetic Survey map and a road map of the island. The engineers had little difficulty in meeting this demand, but when the troops moved back into the Bataan peninsula and had lost most of the maps distributed earlier, there were few up-to-date, large-scale maps available for distribution. By utilizing every field expedient the engineers were able to reproduce enough copies of the 1 :63,360 and 1 :31,680 maps, both of which, fortunately, included the peninsula, for general distribution to the troops. But both maps were hopelessly out of date and had to be supplemented by schematic sketches and overlays not based on any actual survey. As new road and trail information became available, the sketches were revised; and corrected prints in limited editions were circulated to the units most directly concerned.

Like the records, the maps in the hands of the troops were destroyed just before the surrender. Those that were not destroyed were appropriated by the Japanese as souvenirs and have since been lost. A few reached Australia, probably among the possessions taken out by Brig. Gen. Hugh J. Casey, the engineer officer of USAFFE, when he left with General MacArthur. But so scarce are these maps that General Wainwright could find only one — the 1 :63,360 trail map of Bataan corrected in prison camp by an engineer officer — to include in his report.

This writer has sought in vain for copies of the maps used by the troops in the Philippines, and for accompanying overlays, to secure exact information on troop dispositions, the location of gun emplacements, fields of fire, wire entanglements, demolitions, and the like. If the maps have survived, their owners treasure them too

highly to allow their use by others. The writer has found copies of the 1:63,360 and 1:31,680 engineer maps, but these lacked the information needed. Moreover, the latest maps of Bataan found are dated February 1942 and do not show the trails built between that time and the end of the campaign. Two of the engineer sketches showing the location of gun emplacements, demolitions, and similar installations have been found, but they lack exact terrain information and troop dispositions.

To secure the information required in a tactical account the writer has utilized every source open to him. Officers interviewed were asked to place their units on a map and to make whatever corrections or additions they could. With the numerous letters requesting material went maps and an added request to supplement and correct the information shown. Sketches drawn by others and data from later maps were also used. All this information was collated, but the result was not entirely satisfactory. Terrain description varied; trails were differently numbered or named; the same name or number was applied to different trails; rivers were named and located differently on various maps and by different officers; boundaries between units could not be exactly fixed; and even the front lines described in the various accounts could not be reconciled. No final resolution of these and other discrepancies was possible because the original map and overlays have been lost.

The Japanese had difficulties of their own with maps, and for the invasion probably used a road map of the Philippines and hydrographic charts of their own. This lack was filled soon after the occupation of Manila, when they captured a detailed U. S. Coast and Geodetic Survey photostat map of Bataan. This they lithographed and printed, then distributed to their own troops. A copy of this map, with Japanese troop dispositions and place names marked on it, was introduced as evidence in the trial of General Homma. It proved invaluable for fixing enemy positions and following enemy movements.

Published Works

The number of books and articles dealing with the Philippine campaign and its aftermath is especially large, but of limited use. The dramatic defense by the Philippine garrison captured the imagination of the American public immediately, and articles began to appear early in 1942 as officers, public officials, and correspondents made their way by submarine and aircraft through the Japanese blockade. Throughout the year articles on the Philippines continued to appear in service journals and elsewhere, but in steadily diminish-

ing numbers as American forces embarked on new ventures in North Africa, in the Solomons, and in New Guinea. Thereafter until the end of the war, a period when those who could have written authoritatively about the Philippine campaign were in prison camp, there were few published works on the Philippines.

The release of the prisoners, first those in the Philippines and then, after the surrender of Japan, those in Formosa, Japan, and Manchuria, was the prelude to a second large outpouring of books and articles about the campaign and about life in a Japanese prison camp. Like the first group, few of these are of real value for the student of military operations.

Histories of the period first appeared in print in 1948, and are still coming out. Most of these are being prepared under the sponsorship of the armed forces, which maintain their own historical programs. In addition to these service histories, each of which presents a segment of the same war from a different point of view, there are other histories which provide valuable material and fresh points of view.

It is impossible to write about the Philippine campaign without dealing with the controversial figure of General MacArthur. Even before his relief from the Far East command in April 1951, he had already become the subject of numerous books and articles, few of which were objective in tone. His relief was the signal for a fresh flurry of books and articles dealing with his career, and some of these reviewed his conduct of the Philippine campaign. Like the earlier works, almost all of these were by stanch champions or violent critics. Unfortunately, none contain any significant new material on the campaign.

Writing the story of a military defeat has presented problems quite unlike those ordinarily met in dealing with a victorious army. Instead of the plethora of records, measured in tons or in thousands of linear feet, with which the historians of World War II customarily struggle, the writer was faced with the almost complete absence of official records. The task of collecting enough material to write a reasonably accurate and complete account was long and arduous. Undoubtedly additional material will appear. Some of the missing records may turn up in private collections or be found in some obscure corner of The Adjutant General's files. Still to be heard from are General MacArthur and his principal staff officers, most of whom are now retired; General King; and the men who commanded corps and some of the divisions on Bataan. Only then, when the full story of these men is known, will it be possible to write the final and definitive history of the heroic defense of the Philippines.

An Appeal for Archives in Institutions of Higher Learning[1]

By HENRY J. BROWNE

Catholic University of America

MUCH discussion has been devoted under the auspices of these workshops in recent years to the administration of Catholic colleges. Of necessity the keeping of records and the development of new techniques in that field have received attention. It is strange in one sense that noncurrent records have not been a subject of consideration; yet, from another point of view, it is very understandable. It is peculiar because old records are always with us even in an educational institution with only a few years of age to its credit. But why talk about them? Bundle them up and store them in some side room or basement or buy more filing equipment and ask for more office space. If the files are bulging, get one of the office staff to go through and weed them of material that such an individual may decide is of no lasting value, and let it be destroyed or at least stored in some inaccessible nook or corner. This spot has often been a vault, especially where old business records, the deeds to the property, or a precious looking citation received by the president of the institution was involved. But less imposing looking items — old class lists, interoffice communications, or routine letters asking for information, particularly after a change of president or dean or some other official simply become dust-laden bundles in out-of-the-way storerooms.

If this has been too often the story of the treatment of old records in our institutions, even in those of higher learning, it is, however, very easily understood in the light of the general American lack of concern for the problem until recent years. Although the historians, whose very stock in trade depends on documents, had formed a commission on public archives within the American Historical Association by 1899 and an annual conference of archivists

[1] This paper appeared originally as Appendix A of *Discipline and Integration in the Catholic College*, edited by Roy J. Deferrari and published by the Catholic University of America Press in 1952. It is reprinted here, with slight changes, by permission of the editor and the Press. The fact that it was once delivered as a paper at a workshop of college and university administrators explains the archival simplicity of its approach and its Catholicity. It is hoped that the latter will not prevent the application of its main ideas in a more catholic manner. — The Author.

by 1909 — which was to become the autonomous Society of American Archivists only in 1937 — their chief emphasis was on State and Federal Government archival depositories. The symbol of success for the archives movement was the opening in this country of a National Archives in the Nation's capital in 1935, which is now called by a title more descriptive of its full function, the National Archives and Records Service.

American colleges and universities have joined the ranks of governmental agencies, business, and religious groups in the realization that something should be done to utilize the new techniques of an ancient archival profession. It was several generations ago that the materials pertaining to the history of Harvard University were gathered up by Jared Sparks to prevent their loss. Since then ecclesiastical institutions, too, have often owed the better preservation and care of their noncurrent official papers to the historical researchers. The Catholic University of America may be cited as an example in this regard since there is a real connection between the setting up of its department of archives and manuscripts in 1949 and the fact that since 1946 four closely documented monographs on the history of its first 20 years have appeared in print. Librarians, too, have contributed to the movement and in some colleges and universities the official records of the institutions are still housed and serviced in special divisions of their libraries. It has only been in recent years that the archivist as a professional servant of an institution of higher learning has come into his own. This independence of the archives agency was achieved as early as 1921 at Smith College, at Amherst in 1934, at the University of Pennsylvania in 1945, at Fisk in 1948, and at the Catholic University of America in 1949.

If this present paper can give some attention to and appreciation of the terms and techniques of archival economy in the United States today and can point up the need for Catholic college and university administrators to be aware of the advances made, it will have served its purpose. As a preliminary, the very notion of an archives needs a revision in many minds. It has no relation to terms like "archaeology" or "archaic," but still it conveys popularly a notion of *old* manuscripts or documents. Royal charters carrying large wax seals or ancient and indecipherable land grants are conjured up by the very sound of the word. A secret and little-frequented depository for very old and valuable written records is all too frequently the basic elements of an archives in the minds of modern administrators. This is so much a fact that business-minded

people in selling what is basically the archives idea to business men have emphasized expressions like "records management."

The true definition is quite different from any "sound-meaning" and closer to the etymological one. It comes from the Greek *archeion*, meaning a government house and, hence, the papers kept therein. So it was applied at first only to bodies of official governmental documents. By analogy it was used to designate the accumulated files of an institution or even of a family. In its present American sense the plural was carried over from the French *les archives*, to mean not only the body of such records but also the place where such documents were kept. Hence, the essential element in archival material is that it be official records of a noncurrent nature, that is, documents produced in carrying on the work of a given office or agency, which are no longer required for the conduct of the day-to-day work of that office or agency but still are of enduring value. One can realize, therefore, that the minutes of the board of trustees, the official correspondence of officers of a college or university, the individual student folders — all such — become in time archival material, although the interval will usually differ in length. They need not constitute very important material nor very old material. The word document, furthermore, does not mean only manuscripts or typescripts. There are obviously such things as an official faculty picture, blueprints, or maps not in frequent use, a bound jubilee volume, one copy of which should be preserved as a record copy, or any printed material that is issued by various offices (e.g., the catalog of the registrar) and that ought to be preserved in one or two archival copies.

The systematic preservation and servicing of such types of official records as have been mentioned above are the real work of a college or university archives. It is true that certain other procedures have gone by the name — and all praise to those who carried them out for what has thus been accomplished in saving at least the fragmentary sources for the history of our institutions as well as of prominent Catholic figures. The vault in the library that has received the annual commencement programs or souvenirs of public receptions and, if the librarian was a "string-saver" by inclination, the menus and seating lists at various functions, this at times has been called an archives. Again the collecting propensities of some faculty member or the generosity of a benefactor may have resulted in the acquisition by the college or university library of literary manuscripts of some poet or novelist or, perhaps, the correspondence and writings of an important historical personage. These alone may

have been referred to as archives or, if housed with old cold-storaged records of the institution so blessed, even said to have been deposited in its archives. In the light of the modern American professional usage which restricts archives to mean the official noncurrent records of an agency, such variant usages are definitely inaccurate. Administrators are no more justified in using the term "archives" so loosely than they would be in ignoring the fact that American educators now have meanings in common when they use such terms as college, or school, or faculty in connection with higher education.

But where will the manuscript gift of a benefactor be housed, and how will the historical menus be saved for posterity? The former belongs to the manuscripts division of a college or university library as much as does an illuminated medieval manuscript. The menus, like printed class-day proceedings and similar material originate in some particular office of the institution and, hence, become a part of its records, and when they become unnecessary for the working of that office, if still considered of enduring value, they should be transferred as part of those records to the archives. This is just as true of the theater programs of the dramatic productions and the concert notes of the music department. These individual items are parts of larger bodies of records and the archivist, as the records officer of an institution, is not supposed to be a paper collector in the sense of being concerned with the impossible task of gathering such elusive publications as they are turned out.

The archives, then, is not intended to serve first and foremost the social scientist or critic who is interested in the examination of historical or literary manuscript materials. In this the library should and traditionally has served through its manuscript division or room. In fact, in its concern with official records the archives is fundamentally and primarily a tool of administration, and has been aptly described as the official memory of an institution. For example, Colgate and Indiana Universities have emphasized this point by the somewhat unusual step of making the archives a division of the president's office. Set up in any case as a service unit within a college or university, the archives can be made to serve as the source for the accumulated experience of that educational community. No one who has ever destroyed a letter or at times employed the telephone instead of writing is so foolish as to think that documents tell all or that men in official positions always leave behind them complete and unbiased records. It is something like the case of using examinations as the test of student ability. Everyone knows

they have deficiencies but, one asks immediately, what else do we have? In the case of archives, what will take the place of such records? Surely not the fallible human memory!

Some services rendered by an archives are so obvious and at the same time so varied that it is not always simple to illustrate them. In an archives there is found not only a safe place for an institution's noncurrent legal documents but as well a place where they will be readily accessible when the school's interest calls for them. It is difficult to conceive of an administrator who at some time or other would not desire to examine at least certain records created by his predecessors to help guide his own policies. Of course, experience learned in subordinate positions in an institution may later be sufficient for wise administration at a higher level. One may hazard a guess in this regard that if complete outsiders were more commonly put in positions of leadership in Catholic colleges and universities the problem of the efficient handling of noncurrent but permanently valuable records might have been faced and openly discussed long before this. Apart from personal advisers, how else could traditions and precedents become known to one who was a complete stranger to the administrative family of an institution?

If ignorance of history often leads people not only into error but even into a repetition of old errors, *a fortiori* without the sources of history — the records of an agency — an administrator may well become inflicted with a kind of myopia. Oftentimes much wisdom is based on memory. How else would one know accurately the experience of a college or university with a given individual or organization? How, for example, can an intelligent answer be given even to a problem like the reemphasizing of college football, not to mention more basic educational ones such as a reemphasis of prescribed as against elective courses, without a look at the past record? The question of how to celebrate the fiftieth anniversary of a Catholic college might find its answer in part by a look at the record of its silver jubilee. Naturally, such consultation will not give the complete answer, for some things like the dullness of a particular jubilee orator might be recorded only in the archives of a brain crevice of the patriarch of the faculty.

Less fanciful services, too, can be performed by a functioning archives. Such would be found in the caring for old maps and blueprints which are not constantly consulted but which are indispensable when campus alterations or expansion programs get under way. In the National Archives the availability of records of various projects such as merchant marine shipbuilding dating from World War

I saved valuable time and money after the outbreak of war in 1941. In a similar way the rejected plans drawn up by an educational institution years ago may prove valuable later; or even the printed diagrams of the wiring of a building, when an archivist can readily produce them, may mean a great saving of expense and, perhaps, also of patience and time.

The economic argument in favor of the full-fledged archivist may best be brought home in the office of the registrar. Since it is there that records accumulate most noticeably, valuable office space as well as the work of the staff is restored for other purposes by the retirement of outdated files. These, however, do not become dead storage but remain within easy reach for consultation and copying. The transferred student records which are within a date bracket that will see them called for only infrequently during the academic year are preserved more cheaply than in expensive filing equipment, yet are still readily available in an archives that is set up as a going concern. If their bulk requires, they may even be with much wisdom reduced to microfilm. This systematic release of the records pressure on this particular office is a great blessing for the registrar and an aid to the institution in fulfilling its obligation to inquiring alumni.

The purposes of a Catholic educational institution are served by an archives in less obvious ways. We may not have professors like Henry Adams, whose class lists are often consulted by inquirers at the Harvard archives, but some do win sufficient fame that in later years sends researchers looking for students with some recollections of these professors. The college or university tradition on such matters as the admission of colored students will only be known faithfully from well kept archives material, although in this case, perhaps, records that are good in a moral sense will not carry the evidence. In the whole area of public relations as a matter of fact the archives can be made to serve. It may, indeed, prove indispensable for even so slight a matter as a popular anniversary bulletin, and it can be invaluable for material that is useful for exhibits or to regale old grads in alumni publications. Aims such as these have made some university archives broaden their holdings to embrace material of a less official nature relating to the history of the university; particularly appealing along these lines is a photographic archives of views of buildings and grounds and of old personnel of the institution.

There is a further and broader function for Catholic educational archives. Our Catholic educators in the past, at least by the evi-

dence of many recent contributions to American Catholic historiography, were notoriously active in questions going far beyond the confines of their own campuses. Not only the history of Catholic education in the United States but conflicts and movements of all kinds within the Church can only be studied by research in the archives of many of our Catholic colleges and universities. Light will be found here on historical subjects, from the personality of Archbishop John Hughes of New York as a young priest in the 1830's to the Church and municipal politics in San Francisco in the early twentieth century. But this brings us to a service rendered voluntarily by many of our institutional archives in the interest of truth both to the members of their own schools and to serious students from outside. It is crossing over into what is really a secondary function, as even historians today are quite ready to admit.

What can be done about achieving or improving these valuable services in a college or university archives? If one were to follow the example of the University of California at Berkeley, there would be a preliminary survey made over a period of 2 years of the records of the entire institution. Even prior to that step of analysis there must be, of course, the appointment of an archivist. It is understandable that in a smaller institution such a person may not be carried on the staff solely for that purpose. Hence, he may be connected with an administrative office, the history department, or the library, as long as he appreciates that the function he is called upon to perform as archivist is a professionally distinct one from his work in other capacities. At the very outset the archivist or records officer of any institution greatly needs a clearly defined status. He must be authorized and supported by the administration through action of the board of trustees or at least by a directive from the office of rector or president. The archivist's position is further strengthened in some places through an archives committee made up of the principal university representatives whose interests are involved or whose advice is needed, for example, the registrar, a member of the department of history, and the librarian. These members are in addition to the archivist, who should, in the ideal order, have had training, some experience, or at least the benefit of observation — if not all three — in archives administration against a background of American history and particularly, in our case, in its Catholic and local aspects.

The issuance of a charter of regulations to the record producing offices of the institution has proved helpful in notifying the whole educational community of what the archival program aims to ac-

complish. In this or a similar communication, the archivist's position and full authority has to be made clear. People are at times loath to give up "old" records of a school or a department to an "outsider," no matter how ingratiating he may personally be. Often this is based on a misconception that there is no distinction between the private papers which are a product of the personal activities of an official and the records which result from his work for the institution. These latter he has no right to destroy wilfully or to keep, since they are institutional records and not his personal property. Hence the need may not be merely for an educational program but for one with some administrative teeth. The velvet glove is highly recommended as an approach in arranging for the collection of records but at times the strong hand of authority beneath it may have to be employed to get some reluctant official or professor to part with papers that he never uses, yet which he jealously guards against removal.

But despite all the glory of administrative strength, the archivist is useless without a place to work. His survey of existing records of permanent value and their rate of growth may be highly useful if plans are being drawn for completely new quarters for the new institutional service. Most of the time the necessity of adapting a vault or room will obviate concern about the exact bulk of materials to be transferred, except for the purpose of estimating the need of shelving. The important thing in such a renovation is to make the quarters safe against prying men and harmful elements such as dampness, fire, and termites. The failings of those who would maliciously destroy or remove documents as well as the type of person who would have taken the story of Judas or Peter out of the Gospels are worthy of precautions. The location of the archives should also be considered from the point of view of accessibility to the offices that will be consulting its noncurrent material most frequently. Another consideration is the fact that much of the searching in any archives has to be filled out with information gathered from reference books such as biographical dictionaries, almanacs, and directories. A Catholic archives would find volumes of the *Catholic Directory* almost indispensable; but the library, if nearby and perhaps even preferably in the same building, would take care of that problem.

The subject of the care and arrangement of the archival material of a college or university might constitute a paper in itself. As yet there is no American handbook for the guidance of workers in this field. A few remarks of an introductory nature may, how-

ever, serve to give some guidance and at least point out possible pitfalls in the process of forming a working archives.

The survey of the archivist should in effect add to the bulk of material that the institution's officers have already decided on their own is archival. These paper-wrapped bundles contained in vaults, the old metal file cases transferred *in toto* to some closet, or the jammed transfer file cases indiscriminately piled in some other type of storage area — all such items will form the nucleus of the archives. The preliminary survey should first include such material and by consultation with the various officials in charge of them a decision may be arrived at as to whether to dispose of, select from, or transfer them in their entirety to the archives room. Furthermore, the archivist will personally have to consult with administrators about the noncurrent records that still encumber their offices although they are only very seldom used. These contacts should be instructive in purpose but also cooperative in spirit since his ignorance of the work of a given office may be as abysmal as the ignorance he will find there concerning archives. In the matter of inoperative items still held in office files, he might well come to a decision with the individual officials based mostly on the administrator's awareness of how often a given group of records, for example, the correspondence of his predecessors, is used and his estimation of their possible future usefulness to his own or some other office of the institution. The decision as to whether a given group of records has any permanent value over and above these considerations as, for example, for an educational or historical study, is where the records officer's experience, knowledge of the history of his institution, and historical training will be heavily drawn upon.

At any rate, the records that are eventually preserved should be kept as they were originally filed. Every basic unit or records series should be integrally preserved. For example, it might be the minute books of a particular faculty or the file of correspondence of a dean's office. These should be preserved intact and no attempt should be made to integrate them with a file of someone else's correspondence, annual announcements, or any other item in a chronological or subject arrangement. The original order which an organic body of records assumed as it was being formed is sacrosanct to archivists. Any attempt to group letters by subject matter or to run together disparate materials such as alumni bulletins, promotional material, and correspondence into one file because they were produced in the same year, or to unify the records of different offices results only in archival bedlam. This statement is made with a faith

that conforms to American archival practice, which in turn has drawn on the best of a long European tradition and adapted it to the records magnitude of our national way of life.

In this matter of accessioning material into such safekeeping, certain irregular practices follow from misconceptions alluded to above concerning the nature of an archives. A person who thinks it a place where only certain items with an immediately obvious historical or apologetic importance are filed for future use is apt to be sending to the archivist promptly on issuance all such important announcements. Again a similarly limited idea in the mind of an administrator may result in certain choice, if not more aptly, albeit colloquially, referred to as "hot," items on some episode in the institution's past being handed over to the records agency. Such individual documents or small batches of records should rather be considered as part of a definite series of records with its own organic unity, which is spoiled by such a process of selection and, perhaps, by their isolation the precious items removed are even rendered less understandable.

This preservation of records according to the office of their origin and, whenever possible, according to the order or system in which they were formed gives to the college or university archives a certain diagrammatic unity. The whole will be made up of parts which may be called record groups, the records of the board of trustees, of the president, of the various schools and subordinate departments according to date of establishment, and so on down the line of jurisdiction. Even down to the archives of the archivist the very arrangement of the records according to the best archival practice will reflect the organizational history of the college or university. Just as offices continue despite changes in personnel, so the documentary tools of their work, which are in time the chief evidence of their accomplishment, should continue in unbroken and distinct lines.

These lines of records — the so-called record groups — are not commonly retained in expensive office filing equipment in American archives. Here again the economic argument comes to the fore. Over and above the saving produced by the elimination of much useless paper from old files, under any archives program a great saving is effected even in the handling of what are considered permanently valuable records. American experience has just about established that in most cases the best containers are cardboard cartons or document cases of about five inches in width and ten in height and made to hold legal or correspondence size papers as desired. In such

easily handled units the materials are shelved systematically and, if the use demands it, in time finding aids can be elaborated in the form of indexes. Many times, of course, such already exist within the records transferred and remain still usable.

Moreover, individual documents may be scientifically treated if they are in need of repair in order to be safeguarded against further deterioration. The old Vatican library process of silking manuscripts to preserve them against the ravages of time in the form of moisture or chemical reactions due to the ink or contact with another substance has generally given way to what is called lamination, a distinctly American contribution to archival science. In the lamination process a document is pressed between sheets of cellulose acetate foil while heat and pressure are applied until the substances become in effect blended into one. This device is merely mentioned here, not because the ordinary college or even university archives would be expected to plan for a small laminating machine, but in some cases of fragile or often exhibited documents that are highly prized by an institution, it might be well to have the manuscripts strengthened in this manner in an outside agency. Ordinarily a careful unfolding — since today's creases are tomorrow's breaks, especially in modern paper — a dusting and, perhaps, first of all a fumigating, before boxing and shelving is sufficient physical processing of our ordinary types of institutional records. Within each box, of course, the division into folders as in the original filing system in the office of origin is maintained.

From what has been said it is not difficult to see that there is a very real connection between the filing of current records and the administration of an institutional archives. It can happen that some departments of a college or university may not be represented at all in the archivist's domain simply because they produced no records or at least kept none in their early days particularly. The contribution of some scientists and engineers who worked on low budgets and without secretarial staffs, one might suspect, will be lost since they are prominent in this group. Again an office with the reprehensible habit of destroying periodically enough of its old correspondence to make the file drawer a little less stuffed will certainly produce no archival material. Another bad office filing practice which militates against good current records and archives administration is simply to continue filing material without any regard to the retirement of certain amounts of material as quasi-current and eventually noncurrent after a determined number of years. In such cases the cabinets multiply beyond all control and when some-

thing just has to be done the situation can be handled only by a time-absorbing job of weeding. As records officer of the institution, the archivist should work out with the various agencies on the campus a program for the retirement of certain types of records to the archives and the disposal of others without transfer after stated periods of time. This is necessarily a cooperative work. Only a registrar, for instance, would know how old a student record generally is before it becomes subject to merely an occasional call. It is evident that the full meaning of modern archives administration implies this awareness of the need for the management of records from the point of origin through day-to-day use and on to the fires of destruction or the Elysian fields of the archives, whence, however, they may be called back at any time to serve their former masters.

It should be clear that the ultimate purpose of all archival activity is utility or service to the college or university itself. The aim is not merely to have a fine array of records but through them to supply a need which American administrators in all kinds of endeavors are becoming increasingly aware of as necessary for good administration. The secondary function of service to historical truth through aid to research is by its very statement of genuine importance. It is certainly at least not to be overlooked. The contributions of such noted educators as Father John A. Zahm of the University of Notre Dame or Monsignor John A. Ryan of the Catholic University of America will be better known than those of some of their predecessors because their records have been preserved. The joint experiences of Catholic educators in the National Catholic Educational Association can be studied and reflected upon with profit in our day only because Catholic institutions, and these include some three educational ones, did something to preserve their records. These are but samples of what needs little proof but they may strengthen by illustration the argument for better records and archival administration in our Catholic colleges and universities.

Archival administration is not, however, by any means a Catholic problem. Enough institutions of higher learning have already shown sufficient interest as to cause a special committee on college and university archives to be set up by the Society of American Archivists. As a matter of fact, Catholic participants in this growing professional group have not been too noticeable except for the fact that the intensive summer training program conducted by the American University at the National Archives has seen for 8 years now about one fifth of the enrollment representing Catholic institutions of

various types. Why then speak specifically of Catholic institutional archives? It is justified if only because of the strong traditions in favor of good archival practice which are part of our sometimes forgotten inheritance. The code of canon law which is the distillation of centuries of tradition legislates quite definitely on the matter for dioceses and parishes, but, of course, our colleges and institutions escape that obligation and have for the most part only the practical and even economic consideration of more effective administration to sway them to renewed interest or reform.

Yet the middle years of the twentieth century may be a good time to advert to "impractical" considerations. "No documents, no history," is one principle we have already alluded to. If we think we have made and are making a contribution to American education, some record more than the repeated statement of the fact will be useful to the future historian. Sometimes the inquiry about the untold Catholic chapters in our American history books might be answered by the question: who has studied them or where are the sources from which one will be able to study them? When the cultural history of a nation is written sources almost without parallel, to the minds of some, are found in its college and university archives. At least no one can deny that such works as Samuel E. Morison's classic volumes on the development of Harvard University or the recent history of the University of Wisconsin or the already four-volume series on the Catholic University of America have saved unique educational traditions from oblivion. This was made possible by the availability of the records of those institutions, but in how many of our Catholic colleges and universities will this be able to be done in such a scientific way in the next generation? Moreover, let us not lament any national shallowness that we might attribute to a lack of a sense of tradition if we do not know something of the early days and the giants of our own institutions. The pioneers and shapers of our traditions will remain unknown as will our own days, which are to be the early days to our successors of tomorrow, if our records are destroyed or simply kept stored in inaccessible places. Our roots in the past, on a very local scale to be sure, must run deep into the rich soil of our institutional archives. "What is past is prologue," wrote Shakespeare in the *Tempest*, and the Government of the United States engraved it on its Archives Building. If some have not hesitated to cite as a measure of a nation's level of civilization its care for the written and other monuments of its past, may it not with some justice be proposed as a measure of the maturity of a Catholic college or university?

Whether from the awareness of these truths or from the very unphilosophical suggestion of a great American Catholic layman who used to call regularly for "a look at the record," it should become increasingly evident to the administrators of American Catholic colleges and universities that a well-ordered and functioning archives is not a luxury but an obligation they owe to the past, the present, and the future.

W. J. BARROW

Document Restorer

STATE LIBRARY BUILDING

RICHMOND 19, VA.

The Record Copying Program of the Utah Genealogical Society[1]

By ARCHIBALD F. BENNETT

Genealogical Society of the Church of Jesus Christ of the Latter Day Saints

THE Genealogical Society of Utah was organized in 1894, with one of its avowed objectives that of "collecting, compiling, establishing and maintaining a genealogical library for the use and benefit of its members and others." For 58 years that has continued to be its constant purpose, and some notable achievements have resulted.

All Latter Day Saints, now over a million in number, are taught to appreciate and revere their parents and their forefathers and to be grateful to those who won for us and our homeland of America the great blessings of civic and religious freedom. To venerate our fathers and mothers of the past we must come to know them intimately, even as we do our immediate fathers and mothers in life. This means that we must search out their records, reconstruct accurately their life stories, and relive with them as far as possible the trials and heartaches and triumphs of their pioneering experiences.

This process of "turning the hearts of the children to the fathers" begins with the individual and his family. Each is encouraged to write the story of his own life, amply illustrated with portraits, pictures of places, and documents. The next step is to write the life story of father and of mother, with pictures of the family group; then the biographies of grandparents containing records of their families. One effective device used is that of the portrait pedigree.

Not only do we seek to secure the name of a foreparent and his portrait, but also every possible biographical fact that will enable us to love him for what he earned for us.

It is our belief that such endearing family relationships, formed on this earth by birth, are destined, for those who live righteously, to endure eternally. Consequently our constant endeavor is to seek

[1] Paper read at the annual meeting of the Society of American Archivists, Lexington, Kentucky, Oct. 28, 1952.

out and make available every genealogical and historical record that can help us reconstruct their life histories.

As a people, our forefathers have been gathered from all sections of America and virtually every nation in Europe. In the archives or dispersed in scattered communities in all these countries are the records we seek. So in a very real sense ours becomes a world-wide record-gathering program.

For years we have purchased printed and manuscript family histories, place histories, and biographies and genealogical magazines for our library as they became available. We spend about $12,000 a year for this purpose. About 50,000 such records are now upon our shelves.

In November 1938, our society entered the new field of microfilming, with its almost limitless possibilities. Today I believe we can in truth and modesty say that we have on microfilm unquestionably the most extensive purely genealogical collection in America or in the world.

I have at hand a report of our microfilm editor, dated October 1, 1952. In a single day such a report as this becomes out of date, for about 100,000 new pages of record materials are copied daily by our 24 to 26 microfilm operators — at least 2,000,000 pages per month. But by October 1, 1952, we had made 77,861 rolls of microfilm, each 100 feet in length. By calculated estimate this represents 112,000,000 pages, mostly of unpublished original records usually inaccessible to searchers in America. At an average of 300 pages per volume this would be the equivalent of 372,139 volumes.

Since at least three film copies are made of every record — the negative, one positive print for use in our library, and another positive given to the owner of the original record — we must have used in our project to date 4,422 miles of 35 mm. film. This is enough film to stretch from Vancouver, B. C., to Miami, Fla., and back to Nashville, Tenn.; or from Los Angeles to Saint John's, Newfoundland, and back to New York City. Of these more than 77,000 film rolls, 56,354 were copied in 12 countries in Europe and 21,507 in 16 States in America and the Territory of Hawaii. In addition to all this, we have also made 2,245 rolls of 16 mm. film, usually of card indexes, averaging 5,000 cards to the roll.

Too often, in historical and genealogical research, the Atlantic Ocean has been as much of an insuperable barrier as it is to railroad trains, and we are stopped in our investigations at the seashore. But now, with this constant flow of European records to America, a

new day for researchers is dawning. There will be increasingly less need to cross the ocean to discover our overseas origins.

For instance, we are currently copying with five or six cameras, all the wills in England before 1858, probably 3,000,000 pages, not alone those in the Principal Probate Registry at Somerset House, London, but also those on deposit in the many district probate registries throughout England. Think what a boon that alone will be to American researchers! I have often paid from $1.00 to $3.00 for photostats of English wills relating to my forefathers and their families. I have also had the experience of copying wills by hand in the probate registries there, always under the pressure of time. Now I shall be able to sit at a reading machine in my own office or in our genealogical library and consult any will I desire from any section of England or Wales, using film copies of the carefully prepared indexes to locate the will readily.

Wills and probate records we copy in every country of Europe and in counties in the United States. They comprise but one of the many sources we seek. Any record that can furnish dependable facts of personal history and genealogy is our objective. Deeds and land records are helpful; also court records; marriage bonds and licenses; cemetery, census, and vital records; church christenings, marriages, and burials; tax and military records; Bible records; and compiled family genealogies. All these come before the versatile eye of our camera, which, fortunately, can reproduce with equal facility any foreign language or any style of archaic handwriting.

I am happy to tell you that archivists and record guardians such as yourselves, who have a true appreciation of the value of records, have been most friendly and have aided most in our record-copying and record-preserving program. I could name many of you who have made it possible for us to film the records of your States, sensing as you have the advantage of having security copies of otherwise irreplaceable records in a safe place or in widely separated repositories.

Occasionally there have been doubts as to the feasibility of the undertaking. I recall distinctly that at the Connecticut State Library James Brewster, the State librarian, and Mr. Burt, the State examiner of records, questioned the possibility of our being able to film the desired records in private homes and private offices and in all sorts of out-of-the-way places. We, in turn, stressed the hazards of destruction to which such dispersed records were daily subject. It was a happy day when we secured official approval of our proj-

ect. After several years the Connecticut project was completed, and Mr. Brewster wrote as follows:

> This seems an appropriate time to express our thanks to you for presenting this positive set of films to the Connecticut State Library. As you can understand, when the proposal was first talked about, there was a slight doubt in our minds as to just how it would work out. As it turned out, our fears were groundless, due almost 100% to Mr. Hughes, your operator. As you, of course, know, not a single Town Clerk or Judge of Probate refused to let him microfilm their records, and before he finished the work in any office, the officials were most friendly to him.
>
> Also, we have greatly enjoyed having him and Mrs. Hughes work in the library, and he has been most cooperative in all his work. We shall be sorry when the Connecticut project is finished and he has to leave.
>
> This is just to let you know that it has been a great pleasure to work with such cooperative people.

In Edinburgh, Scotland, are gathered in one record building all the parish registers of Scotland, and the census records are in the same city. Our first request to film met with a curt refusal. A second time the authorities denied us the privilege of copying. Our third appeal in 1947 was promised consideration, but we were told that if anything the opposition had hardened since our first approach. Our appeal went eventually before the Secretary of State for Scotland; then in due course to the highest record officials in London, who had no objections if those in Scotland had not; then once again to the Secretary of State for Scotland, and so on. After another 5 years spent in this manner, one Sunday morning came a cablegram from our representative: "Rejoice with me. We have received official permission to microfilm all the church registers and early census records of Scotland." Promptly we placed five cameras in the archives and that project was completed in a few months. We also have permission to film all the wills and deeds, kept in another record house in Edinburgh.

One occasion for the hesitation in Scotland was the feeling that if copies of the records were in America there would be a falling off in the fees received for searching the records. We, of course, make no charge to anyone consulting our films. They are free and open to all.

Sometimes we have encountered a well-developed sense of proprietorship, the pride of exclusive possession of precious records, and an unwillingness to share them with others. Usually, however, the desire to ensure the preservation of these records outweighs the proprietory sense.

In several countries objections arose on religious grounds or prejudices. Most of this feeling has been overcome, except in England. On the other hand, excellent assistance has been given us by such religious groups as Catholics, Lutherans, and Quakers. When approached for permission to copy the Friends' immense collection of records at Swarthmore, Pa., Frederick B. Tolles, the librarian, arranged to obtain permission from several hundred individual meetings, and added, "Frankly, we have been amazed at the magnitude of the project upon which you have embarked. I hope that we shall be able to take advantage of your generous offer." Moreover, he put us in touch with other large Quaker repositories in Philadelphia, New York, and Providence, R. I.

Physical barriers have presented problems. In Finland especially constructed fireproof vans brought the church books from scattered parishes to central archives for filming and then returned them. Last winter in Vermont our operator had to battle inclement weather and sometimes snowdrifts 8 feet deep. Now we plan to photograph in the North in summer, and in the South in winter. In the steep Alpine valleys and rugged mountains of Italy I once had to carry 78 volumes of church books from the pastor's home perched on a steep mountainside a considerable distance to where our car waited on the highway below. Once, such books were slung in packs over the back of a donkey and taken down a narrow trail to the waiting auto. At times the records had to be transported down to the valley below where electricity was available. During the whole period of the airlift in Germany our films of records in the Russian zone were flown out by plane.

As to equipment, our first attempts in 1938 and 1939 were with a Photo Record Camera and Steinman developing reels. We early designed and built our first printing machines, which were not entirely successful. Our mistakes taught us helpful lessons. Now we use Recordak cameras — the portable model E with a tripod, the more stationary model D, and the still larger model C. We purchase and use great quantities of film, most of it from Du Pont. For negative we prefer Du Pont safety, unperforated, fine grain, panchromatic, type 312-B; for positive, safety, unperforated, fine grain, type 606-B.

Our procedure in the European countries is to develop the negatives promptly in the country where they are exposed, and then to have them carefully inspected in a standard reading machine by trained film editors. If they are satisfactory, a positive print is made for the record repository permitting us to film their records. If the

inspector discovers pages missed or images blurred or out of focus, he requests retakes of the operator. Then the negatives are shipped to us in Utah. On their arrival in Utah the negatives are reexamined by our local film inspectors. When approved, the negatives are sent to the printing machine, a De Pue printer, and a positive print is exposed and developed to be used by the public in our library. Films are cataloged on the same plan as our books, save that for films we put before the call number the capital letter "F," which indicates a film.

Twenty reading machines, mostly Kodagraphs, are provided in our library for the general public. We could use many more to advantage if we had space for them. In the plans for a new archives building we have provided for 150 such machines.[2] Those we have are in constant use every hour the library is open. Frequently we have to restrict each patron to an hour at the reading machine. One may stroll past these machines and see searchers examining records from the various States and from a dozen different European countries, in as many languages. Attendance at the library in the period October 1 to 10, 1952, varied from 109 to 250 patrons a day, and these called for up to 222 film rolls and 888 books daily. The society has 256 employees.

Recently we have added a fireproof, air-conditioned vault to our building, for the storage of our films. In it are 185 steel film-storage cabinets. We strive to keep the storage rooms at a temperature of from 68° to 70° F. and a relative humidity of 50%. Regular mercuric chloride tests of the films are made to ensure against too much residual hypo, which might cause deterioration in storage.

Our plans for the future include the continuation of our present projects on a yearly budget. This will provide for copying in other States of America, especially those of earlier origin. Currently we are filming in Mexico and Iceland. We plan further copying in other European countries such as Switzerland, France, and Belgium. We are in urgent need of a new archives building, as fireproof and bombproof as designers can make it. For we feel that our program is really just at its beginning and that it must continue for years.

Our hope is that other agencies in America and other countries will join in the filming of records on an increasing scale, so that a program of universal benefit may be prosecuted by all who value the records of the past.

[2] The author informs us that the Utah Genealogical Society now has 80 reading machines and plans to have 400 in its new building. — The Editor.

How Can the Archivist Aid the Researcher?[1]

By WYMAN W. PARKER

University of Cincinnati

WILLIAM Dix, in attempting to define his relationship as librarian of the Rice Institute to the scholars who use his library, discarded a series of similes all the way down to midwifery until he hit upon a happy image drawn from the race track, that of stable companion. Many a thoroughbred remains happier and performs better if it has the company of a smaller and inferior animal usually known as stable companion. The aptness of the comparison is in no way weakened even if the companion is sometimes a goat. We librarians are willing to be made goats upon occasion if we can help the productive scholar run a better race. Thus it is that I come to you in all humility, an amateur among experts, trusting that something may be gleaned from this naive approach to an exact science.

Collection of Materials

The collection of materials is a continually challenging process, of interest to the entire scholarly world. There is the perpetual obligation to educate the public, or the divisions of one's institution, to an appreciation of the value of archives and manuscripts collections. The acquisition of material ought to be simplified when a prospective donor, or anyway the possessor of sizable holdings, knows of the care which custodians lavish upon the items in their trust. The physical plant that constitutes the Houghton Library at Harvard gave an enormous impetus to the easy accumulation there of rare papers.

The imaginative approach to collecting often pays off handsomely. William Clements, at the beginning of this century, realized there was almost no possibility of acquiring in America a significant body of material relating to his special interest, the American Revolution. In England, however, he collected the headquarters papers of the British Army in North America, including such invaluable

[1] Paper read at the annual meeting of the Society of American Archivists, Lexington, Kentucky, Oct. 27, 1952.

series as the Gage and the Clinton papers, now handsomely housed in that choice treasure house of the University of Michigan, the Clements Library. George Brinley, one of the greatest collectors of early Americana, a hundred years ago had a standing arrangement with the paper mills near his home in Connecticut, permitting him to go through their incoming shipments before they were pulped. His granddaughter vividly remembers the rainy day when the family came home to find that one of the mills had dumped a wagonload of old books in the front yard. Although the family was furious, Brinley plunged into the soggy pile to emerge triumphantly with a rare Indian Bible. Sometimes sheer persistence pays off, as in the case of Mason Wade. Wade was unable to find any trace of Francis Parkman's western journals. Earlier writers on Parkman had quoted from them, but they were not with Parkman's papers in the Massachusetts Historical Society nor with his books, which had gone to Harvard. Taking the off chance, Wade went to the old house at 50 Chestnut Street, Boston, where Parkman had spent his later years. The attic study, still decorated with Parkman's Indian trophies, had been undisturbed since his death in 1893. In the center of the room Parkman's desk stood cleared, and one row of drawers yielded nothing but the wire grid which the nearly blind Parkman used to guide his handwriting. But when the family had gathered the material willed to the historical society and to Harvard, they had overlooked the drawers on the other side of the desk. These drawers were crammed with papers, including the long-lost journals, which, recently published in full, have made generally available two volumes of fascinating interest to American historians.

Care of Materials

Friends of good scholarship are concerned with the care taken of materials in public trust. You, the experts, are well aware of all the precautions necessary in preserving the rarest and most fragile documents — such as fireproof vaults, humidity control, and so forth. Business offices now generally microfilm their important records to ensure preservation. Do not curators have a similar obligation to duplicate their rarest materials? The Wisconsin Historical Society not only has microfilmed its Draper collection but also has generously made copies of the film available for purchase. The Institut de Recherche et d'Histoire des Textes has already justified its program of microfilming documents, inaugurated in 1937, by supplying copies of most of the Belgian documents lost in World War II.

You are all acquainted with William Blades' *The Enemies of Books*. Henry Stevens of Vermont, that prominent bookseller who so refreshingly represented American culture in nineteenth-century London, improved upon Blades by introducing types of authors, publishers, and printers among the enemies of books in an address entitled "Who Spoils Our New English Books?" given before the Library Association of the United Kingdom. The publisher came in for a special blast as a panderer to public voracity. Stevens was quite explicit: "An ignorant, unskilled, pedantic, shiftless and enterprizing publisher, building where he has no foundation . . . is a nuisance to be abated."[2] Richard Altick, an English professor of Ohio State University, in his most readable book about the exciting manuscript discoveries of Ph.D. candidates, *The Scholar Adventurers*, lists mold and dirt, damp and neglect, among what he terms the destructive elements. Today librarians, fearing fire, are even more concerned with water as a destructive element, for sprinkler systems and overzealous firemen have caused over half a million dollars worth of damage with water to books recently in the Michigan State Library and the Parliamentary Library in Ottawa.

Careless use and theft are usually well guarded against, but eternal vigilance is necessary. Prof. William Libri, that political refugee from Pisa, is the classic example of the book thief who operates in the lavish manner. In 1841 he was well enough established in Paris to be appointed secretary of a commission to inventory the manuscripts in the public libraries of France. In the 6 years that he held this post before fleeing to England, he "collected" enough manuscripts and books for 10 major sales in London from 1849 to 1865. Our host today, Lawrence S. Thompson, is an authority on the history of such thievery, and one may find his most entertaining "Notes on Bibliokleptomania" in the New York Public Library *Bulletin* (September 1944) or in the Targ treasury, *Carrousel for Bibliophiles*. Document thieves are not a phenomenon of the nineteenth century only, for within the Midwest during the last decade an unfortunate official operated on nearly the same scale as did Professor Libri. Now the postwar period brings its associated problem of plunder and pillage. Just this last month the Library of Congress returned a Columbus letter, looted during the Spanish civil war, to the Spanish National Academy of History. The Library of Congress, with its usual consideration for rare materials and their possessors, purchased this document for $60 to

[2] Henry Stevens, *Who Spoils Our New English Books?* (London, 1884), p. 16.

keep it off the market but, awaiting proper identification, never incorporated the letter into its collection.

Proper indexing is one of the chief concerns of the scholar, and there are vast treasures in archives yet to be revealed. Indexes made some time ago may have to be reviewed because of changing concepts and contemporary interests. The indexes of the Public Record Office in London, for instance, do not always meet the needs of modern scholars. Recent discoveries in this storehouse include Shelley's lost letters to Harriet Westbrook, documents relating to Shakespeare's life in London, and the answer to the riddle of William Congreve's will. Leslie Hotson, one of the most successful explorers of the Public Record Office, has most recently found evidence to contradict the long-standing belief that there was no dramatic activity in the London of the Puritan Commonwealth. A team of scholars sent out in 1939 to the Balkans by the Institut de Recherche was extraordinarily fortunate in the treasures that it unearthed in already cataloged collections, including a Juvenal manuscript of the tenth century and a Sallust codex from the ninth century.

The Institut de Recherche has spent much time trying to establish the provenance of documents. Imagine what delight it would give our humanists if the various owners of the famous manuscript of Vergil annotated by Petrarch, now in the Ambrosian Library, could be determined. Curators of manuscripts do have an obligation to attempt to determine the provenance of items as well as to maintain a record of the scholars who have consulted them. Researchers are entitled to know who else has worked on specific material and, if possible, what publication resulted. Too often the scholar is allowed to wander away, solitary and unencouraged, when the institution should show continuing interest in each scholar's interpretation and dissemination of the original material. In the Genoese archives each researcher is asked to give a complete description of his project, to be filed with the exact material consulted. This dossier later includes mention of any published material and relevant critical reviews.

Of course, curators should bear in mind that it is important that the serious scholar have easy access to the collection. Sometimes professors rail about restrictions placed upon the diligent worker who has already established his credentials. As a librarian I can understand these restrictions, but the professor often resents having to make a daily call upon the director before he is allowed to reenter his carrell.

The Evaluation of Material

Part of the responsibility of the archivist is the evaluation of materials. It takes long research to establish the authenticity of documents, variant versions, and downright fabrications. False witness has occurred throughout the ages and is not uncommon today. All historians know that reminiscences are unreliable unless pinned down by solid facts. Recently in Cincinnati we have been interested in the discovery of the ruins of the powder magazine of Fort Washington, built in 1789. The discovery of this magazine places the fort 165 feet to the north in an entirely different city block from the location indicated by depositions made by such established Cincinnati citizens as Dr. Daniel Drake. The fort was demolished in 1809, but both Drake's *Statistical View . . . of Cincinnati*, published in 1815, and sworn depositions of 1829 gave the wrong location.

Researchers and archivists ought to be particularly aware of the deviations between the written record and the spoken word. As political campaigns increase in fervor, we note that candidates depart from their prepared speeches. Such changes do occur in spite of the fact that reporters have previously filed for national coverage the speeches as originally written. The issue of the Chicago *Tribune* with the headlines "Dewey Elected" has become a collector's item, but this is of interest only to the psychologist and not to the researcher. We may forget that magazine articles rest for months and sometimes years in editorial offices before being published. Some articles show evidence of having been composed in an entirely different climate of opinion from that existing when the periodical was issued.

In the field of diplomacy there may be an enormous difference between the version released to the public and the actual documents. We still would like to know exactly what happened at Yalta. The Marshall report on our relations with Nationalist China has not given the public the entire story. In an essay on Foreign Office documents in the October 3, 1952, *Times Literary Supplement*, Elizabeth Wiskemann mentions that secret agent reports and decoded messages lead to inaccuracies, falsifications, and variant versions of the same despatch.

Both archivists and historians should be alert for forgeries and hoaxes. Great scholars have yielded to what can only be termed the occupational hazard of constructing evidence to prove a particularly beloved point. John Payne Collier, the eminent Shakespearean authority, weakened toward the middle of the nineteenth century and "found" contemporary annotations in Shakespearean folios to sub-

stantiate his theories. Shakespearean critics then began to question their authenticity, with the result that the annotations of the documents were discredited. John Carter and Graham Pollard have had one of the most exciting times in the last 2 decades in proving that Thomas J. Wise, that most hallowed bibliographer and collector of the Ashley Library, had indeed fabricated the choice little editions that reputed to represent the first printings of some Victorian poetry. You all know of the stir that their book, *An Enquiry Into the Nature of Certain Nineteenth Century Pamphlets*, made when it came out in 1934. Although it accused no specific person, it directed the attention of the whole bibliographical world to the ailing Wise. More recently Fannie Ratchford has published the Wise letters in the University of Texas Library. These implicate H. Buxton Forman in this disgraceful fraud and even enmesh the great Sir Edmund Gosse. This lucrative operation in forgery was successful for so many decades because Wise, with devilish ingenuity, printed and predated as separate first editions poems, not otherwise printed, selected from the collected works of the Brownings, Tennyson, and Swinburne.

In 1945 the Greene County Historical Society of Pennsylvania, in good faith, published in three volumes the Horn papers, which set up quite a furore among our historians. Julian Boyd was the first authority to publicly condemn them. A committee, with Solon J. Buck as chairman, was appointed by the Institute of Early American History and Culture. They investigated these documents at great length and found nothing genuine among them. The manuscripts and artifacts that reputed to give additional information on the early settlements along the Monongahela and Ohio rivers were deemed by the committee as unique in American historical literature. The committee was not satisfied with any reason offered to account for the manufacture of this elaborate and massive corpus. On the face of it the whole affair seemed impossible, and only research in the history of forgeries gave the committee the comfort that what appeared to be impossible had in fact happened repeatedly in the past.

Dissemination of Information

The dissemination of information about materials within one's charge is of paramount importance. The standard channels of communication through catalogs and calendars and the necessity for their widespread distribution are well known. Noteworthy items publicizing concentrations of material are distributed to specialized

journals as well as to the popular press. It is the duty of the archivist, when convinced that he has significant unpublished material in his charge, to induce scholars to work upon it. It is pertinent to note that the most prolific authorities in each field are usually overloaded with work and do not have time to take on new projects. Young men of promise ought to be encouraged by offers to make interesting material available for their publication. Both the Newberry and the Huntington libraries have fellowships to aid in inducing writers to use their collections. Of course, if all else fails, one must do it oneself. Curators and librarians are very loath to break into print, being essentially humble people. It might be excusable, however, to publish worth-while material in less then perfect form if there is a danger that the word will not otherwise be spread abroad.

There is the obligation to inform scholars known to be working on a special subject that one's collection contains important relevant materials. There is that embarrassing experience of the scholars who produced the great edition of Milton published by Columbia University. In their comprehensive search for every bit of material that Milton had ever written they ran across a reference in an old catalog of a London book dealer to a manuscript containing some unprinted Milton writings. After fruitless attempts to determine where the manuscript had gone after its sale, they wrote to the London bookseller, begging him to reveal the purchaser. Imagine the great delight he took in answering that the manuscript had been bought years previously by the Columbia University Library!

Let me implore you to be a bulwark to your scholars as they work in your collections. The curator should be able to bring forward contemporary manuscript material for the worker enthusiastic about a particular decade. What delight a researcher takes in the revelation of a fascinating diary that covers his period and possibly even mentions his particular enthusiasm! Newspaper scrapbooks are notoriously difficult to catalog, but sometimes they will save the individual researcher an enormous amount of labor. Librarians and curators have an obligation to know of mechanical devices that can aid the scholar, such as the ultraviolet, the infrared, and the fluorescent lamps, which can sometimes bring out an erased passage of a print on a charred leaf. One ought to be familiar with the reference tools that help the worker uncertain of the bibliography of his subject. Recently an English professor, having completed a scathing book review, asked me to check the literature of the field to ensure that he had not, as he phrased it, "made a monkey out of him-

self." How much better it would have been if the author of the book in question had taken a similar precaution before rushing into print! And finally one should be generous in directing the scholar to other collections where there are known concentrations of specialized material on the subject that has his loving concern.

I should like to end with a stirring charge that Henry Stevens of Vermont made at the conference of the Library Association in 1877. It is, I believe, just as applicable to archivists as to librarians and just as pertinent now as it was then.

> A nation's books are her vouchers. Her libraries are her muniments. Her wealth of gold and silver, whether invested in commerce, or bonds, or banks, is always working for her; but her stores of golden thoughts, inventions, discoveries, and intellectual treasure, invested mainly in print and manuscripts are too often stored somewhere in limbo . . . where, though sleek and well preserved, they rather slumber than fructify. The half of them are not recorded, and the resting places of many are not known. I hold that it is the duty, calling, privilege, and honourable responsibility of this Conference to remedy this growing evil.[3]

[3] Henry Stevens, *Photo-Bibliography* (London 1878), pp. 12-13.

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The French Departmental Archives and the Fulbright Microfilm Project[1]

By DAVID L. DOWD

University of Florida

EXACTLY 4 years ago I returned from France just in time to attend the annual meeting of the American Historical Association at the Mayflower Hotel in Washington. When Richard W. Hale, Jr., chairman of the French section of the American Historical Association Committee on Documentary Reproduction, then asked me for ideas on the Fulbright microfilm project, I said that if the unpublished inventories which I had just been using in the French National Archives had been available to me in America before I left for my year abroad I could have saved at least 3 months of thumbing through archival guides in Paris, months that could more profitably have been devoted to reading the manuscripts themselves. Mr. Hale adopted my suggestion that the handwritten inventories be microfilmed and later invited me to become a member of his subcommittee. It is, therefore, especially gratifying to be asked to speak on the progress of the microfilm program in France during 1951-52, with special emphasis upon another project of mine — namely, the expansion of the program to include the departmental archives.[2]

In Paris last year I continued the program that had been carried on in preceding years by Howard C. Rice of Princeton University,

[1] This paper was read at the session on the Progress of the Microfilm Program at the annual meeting of the American Historical Association in Washington, D. C., on December 29, 1952. I would like to express my appreciation to the Fund for the Advancement of Education for the Ford Fellowship, which enabled me to spend the past academic year in Paris, and to the American Philosophical Society and the University of Florida, which made possible my visits to the French departmental archives. I also want to acknowledge my gratitude and appreciation to the scores of French archivists without whose unfailing courtesy and helpfulness my personal research and the extension of the microfilm program would have been impossible. — The Author.

[2] The most recent published statement of "Operation Fulbright," Lester K. Born's annual report on "Microreproduction," in Library of Congress, *Quarterly Journal of Current Acquisitions*, 10:27-28 (November 1952), contains no reference to the 1951-52 program in France.

A. P. Nasatir of San Diego State College, and Lester K. Born of the Library of Congress. So far as the Archives Nationales was concerned the task was primarily to see that the microfilming of the manuscript inventories was completed, to make sure that no important ones had been overlooked, and to investigate possibilities of expanding our project. The thoroughness with which my predecessors had done their jobs at the Archives Nationales made that part of my task relatively easy. There are several inventories, however, that will have to be microfilmed at a later date as they are still in progress. For example, the minutely detailed, multivolumed inventory of series O^1 (Maison du Roi), which was begun in 1918, containing important materials on the Old Regime and the French Revolution already amounts to more than 10 folio volumes and is still far from finished.[3] As these are completed they should be included in the program.

Another activity which I continued during the past year at the Archives Nationales was keeping in touch with the progress of several important archival publications. The first of these, the supplement to the List of Archival Inventories of 1937,[4] will give us more recent information on the unpublished repertories which we may want to microfilm in the future. The second, Pierre Caron's inventory of the papers of the Committee of General Security[5] is one of those which we have already microfilmed. We sincerely hope that gradually the publication of such guides will replace the need for their consultation on microfilm by American scholars, as printed catalogs are of course much more convenient to use than rolls of film.

Here a word of caution is in order. Both these inventories appear to be still in the press. In France, as elsewhere, editing and printing is a long and expensive process. I fear that very few of the inventories which we have microfilmed during the last few years will be made available in handy published form in our generation. The microfilms made available by the Library of Congress through the

[3] "Inventaire analytique des cartons de la serie O^1," begun by Henri de Curzon and continued by his successors goes as far as O^1 1830. It is numbered 225 in the Archives Nationales set and is supplemented by nos. 226 and 239. For a convenient guide and finding list see H. Curzon. *Répertoire numérique des archives de la Maison du Roi (serie O^1)* (Paris, 1903) and also A. Cans, "Les registres d'expédition du Secrétariat d'État de la Maison du Roi," *Révue d'histoire moderne et contemporaine*, 4:257-261 (1902-3).

[4] *État des inventaires des Archives nationales, départementales, communales et hospitalières au 1er janvier 1937* (Paris, 1938).

[5] "sûreté Le fonds du Comité de générale" (Paris, 1931). Caron published the preface in abbreviated form in *La Révolution française*, 86:5-28 (1933).

activities of our committee will remain our basic tools for a long time to come. Moreover, I had more than one experience in comparing handwritten inventories with their printed versions that convinced me that the published guides do not always satisfactorily replace the manuscript originals. The latter are almost invariably more complete, more accurate, and more detailed, perhaps because French archivists are possessed of an inhuman patience and an almost fanatical fidelity as contrasted with French printers. High costs and limited budgets conspire to prevent the archivist's work from being presented in its entirety. For example, at one of the more important departmental archives that I visited last summer I was referred by the chief archivist to a particular published inventory as a guide to my research. As a key to the arrangement and general contents of the *fonds* it was excellent, but in the index only family names were given. A single entry would run together references to a number of distinct individuals, whose identities and activities had to be disentangled by reference to the documents themselves. The reason was, of course, that economy ruled out such little "luxuries" as Christian names or initials. After the departure of his chief a few days before I myself had to leave for Paris, the assistant archivist brought out a huge handwritten volume from which the printed index had been made. It included not only given names but also addresses and sometimes professions so that in an hour I had all the references that I needed more exactly and more completely than those in the published version, and I saved days of uselessly calling for and examining bundles of manuscripts that contained nothing on my subject.

This experience is by no means exceptional. Those of you who have worked in the Archives Nationales in Paris will recall that when you had exhausted the inventories on the open shelves of the *salle de travail*, the president would send you to the archivists behind the scenes, who would usually solve your problem by simply consulting a card catalog or a more detailed manuscript inventory available only to the staff. After you had been around for a couple of years you discovered that they would sometimes let you consult these precious guides yourself. One particularly obliging archivist — a true gentlewoman of the old school — saved weeks of my time by letting me use the great series of file slips and *inventaires sommaires* in her care. (The French, being a logical people, call the most detailed type of guide a "summary inventory.") It has been generally felt that the microfilming of what we would call card catalogs presents great technical difficulties. The task, however, may

not be entirely impossible. During the past year I carried on an experiment in connection with microfilming exactly this type of index in the departmental archives at Lille and I am anxiously awaiting the reactions of the Library of Congress as to this attempted solution of the problem. If their judgment is favorable I think that we might very well reopen the whole question of microfilming card catalogs and perhaps continue our project at the Archives Nationales to include the 125 odd inventories on file slips, as suggested by Dr. Born some time ago.

Moreover, this new approach to the problem would enable us to break ground in other important areas within the Archives de France. The Archives de France, you know, occupies a vast complex of buildings in the Marais quarter of Paris, including, besides the huge nineteenth century depots, those elegant town houses which bear the noble and sonorous names of Soubise, Rohan, and Boisgelin. The Administration of the Archives de France, though it has no control over the archives of four "old" ministries (Foreign Affairs, War, Navy, and Colonies), directs a far flung network of departmental, communal and hospital archives, as well as the Archives Nationales. Among the important subdivisions of the latter is the Minutier Central des Notaires de Paris, or notarial archives, which comprise over 70 million original minutes of the notaries of the Paris region from the middle ages to about 1830.[6] This recently created depository and similar ones in the departments (among the more important are those at Aix, Avignon, Bordeaux, Nîmes, Strasbourg and Toulouse) are of the highest value for social, economic, artistic, literary, and sometimes political history. Since some of you are already familiar with the Paris minutier and since Mr. Krueger will undoubtedly touch on the peculiar significance of notarial archives in countries of Roman legal traditions I shall merely call your attention to the fact that the only adequate guide to the Paris depository besides the contemporary registers in which notaries recorded each day's legal acts, is a constantly growing card catalog of over a million names located in the attic of the former stables of the Hôtel de Rohan, where the archives notariales are housed.

In the adjoining Hôtel de Boisgelin, recently rebuilt within its ancient shell, are the archives économiques and the archives privées,

[6] See Howard C. Rice, "The Paris Depository for Notarial Archives," *American Archivist*, 14:99-104 (April 1951), and Jacques Monicat, "Cinquante kilomètres de vieux papiers; préservation et utilisation historique des minutes notariales," *Cahiers français d'information*, no. 202, p. 10-12 (April 15, 1952), with photographs.

which comprise the papers of certain industrial, transportational, banking, and commercial firms and of various families and individuals who have played a leading role in politics, business, and diplomacy.[7] These recent additions to M. Braibant's growing family are of the highest possible interest for economic and social historians as well as their more conventional brethren. Their availability to scholars, however, is limited by the fact that their inventories, too, are almost exclusively on slips. I believe that M. Monicat, M. François, M. Gille, and other directors of these specialized services will be eager to cooperate with us in studying methods of reproducing their card catalog guides. I suggest that the next representative of the French subcommittee in Paris look further into the technical possibilities of microfilming these guides and continue the consultations which have already been started with the officials at the Archives.

But all this is for the future. Let us return to the program for 1951-52 but this time in its newest aspect, namely, activities in the departmental archives. The headquarters of the archives départementales, like those of the Archives Nationales, are in the Hôtel de Soubise. They were established during the French Revolution in order to constitute the administrative archives of the newly created territorial departments, and then to preserve certain historical records inherited from the Old Regime. As a result these 90-odd repositories[8] are the guardians of the papers of numerous corporate bodies of prerevolutionary France, including the enormous mass of manuscripts collected and edited by the erudition of generations of monastic scholars, the papers of the various parlements and provincial estates, of the royal intendants, and so on. These repositories are also the caretakers of the official documents created by departmental administrations and prefects from the Revolution to the present. Moreover, recent years have seen some concentration of local records (communal, hospital, and notarial) into the various departmental archives.

The importance of these archives to historians needs no elaboration. The work of Professors Crane Brinton, R. M. Brace, Donald Greer, Louis Gottschalk, John B. Sirich, Beatrice F. Hyslop, and others in one field alone is evidence enough. Their vast riches, nevertheless, have been only partially exploited. For example, until

[7] See Bertrand Gille, "Les archives d'entreprises," *Révue historique*, 208:185-204 (October 1952).

[8] In 89 "home" departments, the territory of Belfort, and the 3 Algerian and 4 overseas departments.

the confidential reports of national agents still preserved in many departmental archives have been thoroughly studied, no valid conclusion regarding public opinion during the French Revolution can be made. Today we should like to make available to scholars in this country the essential guides to serious work in this area. Some of you are already familiar with the printed inventories of certain record groups that have been published by some departmental archives. Others of you have personally consulted numbers of such inventories that are still unprinted.

During the past year my research took me to representative departmental archives in widely separated parts of France, from Lille in the North to Montpellier in the South by way of Clermont-Ferrand and Périgueux and from Tarbes in the Upper Pyrenees to Nice in the Maritime Alps by way of Lyon and Grenoble. This research project put me in personal contact with and enabled me to gain the interest and cooperation of the archivists in question for our microfilm program. I investigated possibilities of reproducing unpublished inventories and other materials and gained practical experience in dealing with various local microphotographers. Since I made it clear that we were not a commercial agency and were not trying to microfilm large blocks of manuscript materials in order to avoid future visits to their archives but merely to reproduce inventories that would in the long run bring more scholars to their doors, the archivists were most helpful and cordial. Not only did I select inventories to be microfilmed, but some of the local archivists suggested that we consider reproduction of other types of material of value to historians. For example, at Lille it was proposed that we microfilm one of those vast collections of medieval documents carefully gathered by the erudite monks of the early modern period but never published.

In the few minutes remaining I should like to speak more specifically of the new direction in the program, initiated this past year by a pilot project at the Archives Départmentales du Nord at Lille. Lille seemed to me to be a particularly good place to begin because it has one of the largest and best organized of the departmental archives, which includes records for one of the most strategic areas both in time and in space so far as French history is concerned. After considering various possibilities and consulting with Pietresson de Saint-Aubin, the chief archivist, I decided to ask for authorization for the microfilming of certain selected inventories. One of these was on small slips of paper bound together in booklets. In other words a card catalog in a particularly awkward form for

microfilming. A local microfilm firm estimated that it would be able to handle the project and the price appeared to be reasonable. The project was approved by the committee and by the Library of Congress, and I ordered the work done. All of this took time, of course, and the microfilming was not completed before I had to return to the United States. At the suggestion of John W. Cronin of the Library of Congress, however, I got in touch with Manuel Sanchez, publications procurement officer at the American Embassy in Paris, who very kindly forwarded the film to Washington by diplomatic pouch when the work was subsequently completed. The 10 rolls of film resulting from this project are now available at the Library of Congress. They contain complete microreproductions of inventories 72, 73, 88, and 158 of the Archives Départmentales du Nord at Lille.

In keeping with the purpose of the project these microfilms reproduce finding aids that supplement but do not duplicate existing printed inventories and that are indispensable guides to particularly significant historical materials. Rich in manuscripts pertaining to many periods of French history, the Archives du Nord enjoy a unique position as the most important provincial collection of Revolutionary documents. Series L alone includes more than 10,000 bundles and volumes of manuscripts! Since funds were quite limited it was decided to microfilm only guides to record groups of the Revolution, notably series L, for which there is an excellent printed *inventaire numérique*.[9] The latter is the abbreviated, analytical type of finding aid, which gives a clear picture of the general scope, organization, and arrangement of a record group. Of its very nature it must be supplemented by detailed *inventaires sommaires* and subject and person indexes. The microreproductions of inventories 72 and 158 now provide American scholars with exhaustive guides to the deliberations of the departmental and district administrators who from 1790 to 1799 wrestled with the complex political, economic, social, and religious problems of a revolutionary government in an active war zone.[10] Inventory 73, an alphabetical index to the dossiers of suspects and émigrés in series L, Q, M, and V, makes possible detailed study of the war, the emigration, and the Terror

[9] Max Bruchet, ed., *Archives départementales du Nord; répertoire numérique, série L (période révolutionnaire)* (Lille, 1911).

[10] Inventory 72 is entitled "Inventaire de la série L (Conseil, Directoire et Administration central du Département du Nord)." Compiled by M. Bruchet, it is undated and comprises 60 folios. Inventory 158 is entitled "Inventaire de la série L (Directoire des districts) ; table manuscrite des délibérations." This two-volume work, dated 1932, was compiled by F. Beaujot.

in this strategic area.[11] This guide is completed by inventory 88, which is an alphabetical repertory of persons who faced revolutionary justice before the criminal tribunal of the department.[12] The first three of these inventories presented no reproduction problems; but, as has been indicated, the last (no. 88), which consisted of hundreds of small slips bound together in fascicles, had to be taken apart, arranged, photographed, and finally reassembled. The apparent success of this complex experimental operation indicates, I believe, that the proposal to broaden our program to include other card-catalog finding aids at the Archives Nationales as well as in various archives départmentales is not entirely impractical.

Before I close I should like to call attention to a possible further extension of the program for the somewhat more distant future. I propose that we consider eventual inclusion of unpublished inventories of certain important private archives whose historical interest and huge size qualify them for comparison with the official archives. I refer, of course, to the archives of the former royal and imperial families of France.

The archives de la maison d'Orléans at the Château of Dreux contain the social and economic records of the cadet branch of the French royal family. They include large numbers of feudal and manorial documents, financial accounts, legal papers, and other records connected with the inheritances, marriages, business affairs, and management of the family estates in almost unbroken continuity until our own day. Although the papers of Philippe Egalité, the Duc d'Orléans of revolutionary fame, and of his son King Louis Philippe are of particular interest to historians, this hitherto untouched mass of source materials is of the highest value for social, economic, and even cultural history for a period extending from the twelfth century to the present day. Thanks to Beatrice F. Hyslop

[11] Inventory 73 is entitled "Inventaire des séries L, Q, M, et V (dossiers de suspects et d'émigrés); table manuscrite époque révolutionnaire, Consulat et Premier Empire." This undated work, of 484 folios, was compiled by M. Bruchet. Cf. P. Denis du Péage, "Inventaire des dossiers concernant les émigrés du Nord aux Archives nationales," *Annales du Comité flamand de France*, 32:109-170 (1921), and "Liste générale des émigrés . . . du Nord" and other lists in AD Nord, L 1079, 1080, 1093-1102. See also A. J. Paris, *La Terreur dans le Pas-de-Calais et dans le Nord; histoire de Joseph Le Bon et les tribunaux révolutionnaires d'Arras et de Cambrai* (2d ed., Paris, 1864); Louis Jacob, *Joseph Le Bon; la Terreur à la frontière* (Paris, 1933); and Donald Greer, *Incidence of the Reign of Terror During the French Revolution; a Statistical Interpretation* (Cambridge, 1935), and his *Incidence of the Emigration During the French Revolution* (Cambridge, 1951).

[12] Inventory 88 is entitled "Inventaire du tribunal criminel du Nord; répertoire manuscrite des registres de transcripts des jugements criminels (19L, 74-92, 94, 95)." Compiled by A. Quenson de La Hennerie, this undated work comprises 7 vols.

and the Comte de Paris I was able to consult these unique private archives for my own research, and I believe that the Pretender to the French throne may be willing to give other American historians the privilege of using his family records. When Dr. Hyslop's work on Philippe Egalité, based in large part upon these papers, is published we shall have an even better idea of the singular value of the Orleanist archives. In the meantime I hope that she will be willing to tell us more about this important depository as she is the first historian ever to be permitted to use it extensively and up to this moment she is the one person most thoroughly familiar with its extent, contents, and organization.

Prince Napoleon, like his Orleanist competitor, has also returned to France and he has moved his archives to Paris. It is hardly necessary to underline here the great value and interest which these "family papers" will have for American historians of the First and Second Empires and of the Bonapartist pretenders. Professor Georges Bourgin of the Sorbonne, former head of the Archives de France, who appears to know literally everything about French archives, seems to think that Prince Napoleon may not want to be outdone by the royalists in the matter of opening private archives to qualified scholars. Although this is not certain, our next representative in France ought to look into this fascinating possibility.

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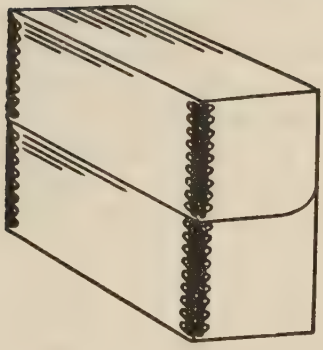

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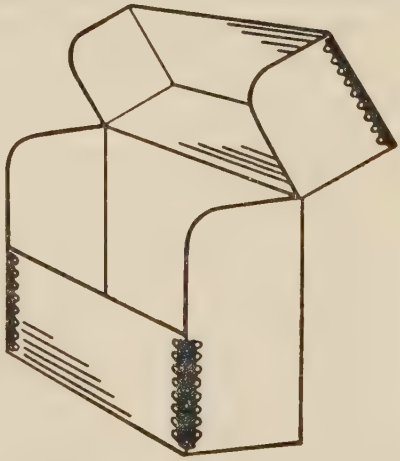

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The Indexing of Historical Materials[1]

By WILLARD ROUSE JILLSON

Kentucky Historical Society

OF the making of indexes, as of books, there is no end. Nor should there be, for every body of accumulated fact is of value — greater or less — to the modern world, in the same degree that its details are readily and dependably accessible. Irrespective of design, the tool by which particular facts, names, and dates in any group, large or small, are quickly found and separated from the mass in which they are lodged, is an index. Most frequently indexes are thought of as applying to and forming an integral and important part of a book or set of books, particularly the exhaustive writings and compendiums on history, science, geography, classics, literature, business, and similar fields. But such ideas are rudimentary; today the index knows no limitation, its field is every activity that is embraced by human endeavor! In its simplest form the index is merely an alphabetical list confined to one or two loose pages; in its more complex and extensive form it may constitute a separate book or file of 100 or 1,000 or more pages. In extreme cases it is an exhaustive assemblage of tens of thousands of cards, such as the union catalog of the Library of Congress, or a grand set of volumes such as Joseph Sabin's *Dictionary of Books Relating to America.*[2]

It has been commonly thought that though superior intellectuality is required to write a book or a set of books, anyone of ordinary talent can prepare its index. Nothing could be further from the truth. The making of an index for a book or any group of unassorted facts or materials is not a purely mechanical function, although mechanics insofar as it embraces system, classification, and understanding is most certainly basic to the success of the undertaking. Besides these elements, however, the indexer should most certainly possess both imaginative and critical faculties and an ardent desire to make his index easily and effectually useful to the two large classes of persons that will of necessity make use of it. These are (1), investigators, scholars, and students, who are more or less,

[1] Paper read at the annual meeting of the Society of American Archivists, Lexington, Kentucky, Oct. 27, 1952.

[2] 29 vols. (New York, 1868-1936).

if not thoroughly, familiar with the subject matter; and (2), casual readers, who are largely if not wholly unfamiliar with the field and desire no more than to ascertain a few isolated or related facts, names, or dates.

Within the broad and expanding field of historical archives in the United States, indexing has become increasingly important during the past quarter of this century. Before and for a short time after 1900 most State and local historical societies and associations were content merely to gather and store — sometimes not too well nor too safely — precious archival material, allowing scholars, students, and the public generally to rummage through it at will in hit-or-miss fashion. Within the last several decades, however, a growing sense of archival responsibility has begun to develop, which has already resulted not only in better and more systematic storage but in the actual preparation of indexes to various kinds of material — indexes sometimes of very limited pattern, and again of refreshingly comprehensive scope. These partial indexes, prepared in typewritten, book, or card catalog form, usually bear preparation dates subsequent to 1925. As they are used, the facility they lend to historical research is so apparent as to call forth spontaneous expressions of genuine satisfaction and admiration from both professional and amateur investigators and research workers.

The writer has made more than ordinary use of local, State, and Federal archives for some 40 years and during one or two intervals within this time has essayed the indexing of at least two rather extensive and important groups of State documents, the resulting manuscripts of which have been available in book form for more than 25 years. He therefore feels some degree of competency to lay before those who may be interested the ground work of a comprehensive plan that, with whatever modifications local situations may require, will certainly if adopted lessen somewhat the endless research labor of curators and librarians and increase the effectiveness of the archival material involved. Furthermore a certain element of appropriateness enters into these remarks and proposals in view of the apparently indisputable fact that very little has been written and printed on this particular subject. With much admiration for the many and important achievements that have been made by American archivists, curators, and librarians during these latter years, and with a proper regard and deference for the plans that have frequently been made but have been impossible to effectuate because of inadequate finance or improper housing, the following proposals are offered, particularly for local and State archives.

Books

Libraries should be carefully and competently screened to eliminate irrelevant books, pamphlets, and magazines. Retained material should be immediately analytically cataloged, using Library of Congress cards wherever available. The master catalog of a historical library is a profoundly important index, the real value and far-reaching function of which is too often misunderstood and unappreciated. Of indexes printed in book form covering special groups of historical book and magazine material, E. G. Swem's *Virginia Historical Index*[3] is the foremost example, the bright, the shining, the all-time ultimate goal of the specialized book and magazine indexer.

Documents

This type of source material should be divided into two groups, the bound and the unbound material. Properly and systematically filed, it should then be separately card cataloged after the manner of the principal library. If either regular or special funds are available, the documents should be logically subdivided and alphabetically indexed. These indexes should be presented in modest but readable book form so as to implement the use of important source material even at distant points. Notable instances of achievement in this field of specialized indexing are not too numerous. Outstanding recognition is perhaps rather widely accorded to Adelaide R. Hasse's *Index of Economic Material in the Documents of the . . . United States: Kentucky.*[4] Alone in their respective fields and widely and effectively used are the writer's exhaustive indexes, *The Kentucky Land Grants* and *The Old Kentucky Entries and Deeds.*[5]

Manuscripts

Source material of this character should be divided into two groups, originals and transcriptions. Both types should be thoroughly card cataloged with numerous briefing and analytical entries. If funds can be found, the index to this material, carefully designed to serve the purposes to which it will be put, should be printed in book form. A shining and well-known example of achievement in this field is Mabel Clare Week's unique volume, *Calendar of the Kentucky Papers of the Draper Collection of Manuscripts.*[6]

[3] 2 vols. (Roanoke, 1934-36).
[4] Washington, 1918.
[5] Louisville, Ky., 1925, 1926.
[6] Madison, Wis., 1925.

Records

This group of sources will also naturally fall into two subdivisions, bound and unbound records. Separate indexes for each of the bound volumes and a collective index for the unbound material can be readily designed as an aid to investigators, as for instance for deeds, indexed by names of grantors and grantees. A card catalog should be designed to embrace this entire group on an alphabetical basis. The extensive nature of this class of material, together with its very localized and frequently questionable historical importance, suggests the inadvisability of attempting to print such an all-embracing index. If other forms of indexing this type of material are desired, the suggestions offered by Laurence P. Jones in his manual of procedure entitled *Indexing of County Records*[7] may be consulted.

Photostats

Source material of this class is usually eagerly sought by scholars in history, professional genealogists, and writers of magazine articles. In too many archival collections photostats are kept loose and unorganized in broad flat steel filing cases, where they are constantly pawed over by research workers and others. The end result of this method of filing is unnecessary wear and tear, coupled with the occasional *loss* of an item owing to the open invitation to theft afforded by loose and indiscriminate filing. In many archives, for some unaccountable reason, some photostats are bound while others remain unbound. As an inviolable rule, all photostats available to the public should be bound, listed, and carefully cross indexed in a card catalog or typed volume. A notable example of precise and detailed indexing of photostats and manuscripts is afforded by the index of the vast Draper collection, made by the State Historical Society of Wisconsin at Madison.

Photographs

Few local and State historical societies devote the attention and care to photographs that this type of source material really deserves. In most places photographs, if not loosely filed in drawers or boxes, attain their zenith of attention when simply dropped in a vertical file, which to appease conscience is usually subdivided on a chronological, geographical, or name basis. All such methods are far too primitive. If photographs are worth keeping as archival ma-

[7] N.p., n.d.

terial they should be separately filed in envelopes of suitable size according to some definite scheme of indexing whereby a name, a date, and a description of 5 to 10 words, coupled with a number, will be reflected in a special card catalog. This type of indexing will naturally invite investigators, as in a well organized library, to search for the particular items they desire and to ascertain quickly without the help of the curator whether the archives visited contains the desired photograph or not. The simple and effective filing and indexing methods used in the cut and photograph "morgues" of large municipal daily newspapers might well be examined by officials in charge of archives who desire to improve their own methods of handling photographs that are to be made available to the public.

Newspapers

Newspapers are a vast and increasingly important body of material to which unfortunately much too little attention has been paid. The newspapers of today become the highly important sources of tomorrow, and files of newspapers 50, 100, and 150 years old are now considered so important that no piece of historical writing can be ranked "top flight" unless it has exhausted their factual and opinionated contributions, if any, for the period covered. Most historical libraries of the better class attempt to have their newspapers bound. Unfortunately a chronological index of these volumes is generally the height of attainment by the curator — more frequently the actual chronological filing of the bound volumes is all that is done, and sometimes not even this rudimentary step has been taken.

The research worker, no matter how precious his time may be, is required to sit idly by while the curator, the librarian (and sometimes, sad to say, the janitor) pool their labor, intelligence, and luck in an effort to find a particular newspaper or group of newspapers vital to the furtherance or completion of the scholar's product. Of course, all newspapers should be thoroughly indexed.[8] Quite a few historical societies and libraries are now beginning to do this work on their oldest newspapers, somewhat after the manner employed by the *New York Times* or in line with some practical and efficient plan such as has been suggested by Harry A. Friedman in his book, *Newspaper Indexing*.[9]

[8] The highwater mark of attainment in this specialized field is the distinguished two-volume work of L. J. Cappon and S. F. Duff, *Virginia Gazette Index: 1736-1780*, which was issued in 1,308 pages at Williamsburg in 1950.

[9] Milwaukee, 1942.

Microfilms

If any kind of archival material is worth reproducing on rolls of microfilm it should be immediately and compentently indexed by a card catalog. Too often, however, the loose or paper-boxed films are dropped indiscriminately into some vacant drawer, like a school boy's marbles, without even the semblance of a list to show what is or is not possessed by this important division of archives. And furthermore, in many such cases, the thought of indexing on alphabetical and analytical cards the details of the separate microfilms — the newspapers, manuscripts, land records, or whatever — has never occurred to the curator as a challenge to his vision, abilities, and responsibilities. Wading through the microfilms of the average local historical society today is like — pardon the simile — swimming the whole South Pacific to find the location and nature of some particular, possibly inconspicuous isle.

Museum Pieces

Any item of sufficient value to be stored or exhibited in a museum should be indexed in an alphabetical card catalog that reveals *all* that may be known about it — its date of acquisition, donor, origin, age, original ownership, use, and any other relevant facts. This catalog should be built upon the plan of the master catalog of a first-class library, and without exception the acquisition number of the specimen should appear on the card. It goes without saying that this catalog should contain every item, even those designated for perpetual storage.

All exhibited items should be properly indexed and briefly described in a printed pamphlet or booklet of convenient pocket size, and such guidebooks should be available for a very modest sum — perhaps a quarter or a half dollar — to every visitor. Special investigators and research workers form a large and important group of visitors to any museum, and usually they do better and vastly more accurate and rapid work if they are left to themselves with satisfactory guidebooks, than if they are thrown, even with a maximum of good will, on the tender mercies and erratic memory of poorly informed or over-enthusiastic floor guides.

Paintings and Busts

This particular group of museum pieces deserves special consideration because of the biographical element involved. To any one writing either a brief sketch or a full-length and definitive biogra-

phy of any historical personality, an oil, pastel, or crayon portrait or a bust in marble or bronze is a great and monumental find. In most local and State museums it is still too early to find card catalogs or printed booklets indexing *all* of the paintings, portraits, or busts possessed by the organization. In some grand hall, those on exhibit are usually named and in rare instances dated, but those standing in dark storage, frequently unwrapped, gathering dust, dirt, and spider webs are all too frequently more or less if not completely unnumbered and unknown! Although Alexander Wilbourne Weddell's *Virginia Historical Portraiture: 1585-1830*[10] and one or two other such works are close to if not the acme of attainment in the indexing of historically important portraits, very much still remains to be done. It is a sad commentary on the easy conscience of the average curator or archivist — whether he aspires to be known by such an elegant title or not — that this situation can and does widely exist during these middle years of the twentieth century within the sacred walls of many, perhaps most, of the local historical societies, associations, and museums of the United States.

[10] Richmond, 1930.

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Reviews of Books

RICHARD G. WOOD, *Editor* [1]

National Archives

Seventeenth Annual Report of the Archivist of the Hall of Records, State of Maryland, for the Fiscal Year July 1, 1951, Through June 30, 1952. (Annapolis, Hall of Records, 1952. Pp. 57.)

Fifth Report of the Saskatchewan Archives Board, for the Period June 1, 1950, to May 31, 1952. (Regina, Minister of Education, 1952. Pp. 32.)

These two reports present interesting similarities in spite of the striking contrast in the age and size of the agencies. The Maryland Hall of Records represents a well-established agency now in its seventeenth year with an able staff of 17. The Saskatchewan Archives, on the other hand, now in its fifth year, struggles with a staff of 3 full-time and 2 part-time employees.

Both agencies are responsible for certain nonarchival work. The Maryland Hall of Records, for instance, has been given responsibility for editing the *Maryland Manual*. The Saskatchewan Archives publishes *Saskatchewan History*. Other publications of both agencies are the usual guides to their record collections.

In contrast to the National Archives, each of these agencies may add material of historical value and interest to their holdings even though it is nonrecord or obtained from private sources. The Saskatchewan Archives makes a special attempt to get personal papers from early settlers of the territory and even goes to the trouble of interviewing living pioneers and recording such interviews. Among the many new accessions of nonofficial material of the Maryland Hall of Records are the letters of David Ridgely, first State librarian, and the vital records of the Evangelical Reformed Church of Frederick. Through the cooperation of the State library, the Hall of Records also received the original Convention Journal of August 14-November 11, 1776, containing the proceedings of the convention that drew up and adopted the first constitution of the State.

It is interesting to note that both Saskatchewan and Maryland are in the process of developing and adopting general schedules governing the disposal of forms and routine documents common to most departments of their governments. The Maryland General Assembly of 1952 appropriated $48,000 to provide for a survey of records and record-keeping practices of the State government. This survey has been made by Records Engineering, Inc., of Washington, D. C.; and the Archivist promises a detailed account of its re-

[1] Readers of this magazine, especially the newer members of the Society of American Archivists, will be interested to know that this section has been edited by Mr. Wood since late in 1943. The first section of book reviews to appear under his editorship was that in our issue of January 1944. He has served longer on the editorial staff than any other present editor.

ports in his 1953 annual report. He feels that if its recommendations are carried out much will be done toward solving the Hall of Records' problems of space, disposal, microfilming, and the like.

Both Saskatchewan and Maryland have active microfilm programs. The Archivist of Saskatchewan reports that practically all the files of Saskatchewan papers established before 1905 and most weekly newspapers published between 1943 and 1948 have been copied. Progress has also been made in copying early municipal records and the earliest records of representative school districts. The Maryland Hall of Records has now completed its project of photostating all county land records to 1788. Any further copying of land or county records will be on microfilm. As in the past, the filming of county records was in the hands of Records Engineering, Inc. Most of the proceedings of the orphans' courts were filmed, but the filming of all the records to 1950 was not completed because of lack of funds. Beginning with July 1, 1952, microfilming of county records will be done by the new microfilm division of the Hall of Records. Both Saskatchewan and Maryland anticipate that the increased use of microfilm in the future will help to relieve the space problem which faces all archivists.

One of the important contributions of the Maryland Hall of Records to the archival profession is the part it plays each summer in the course in archival administration given by the American University, in which the National Archives and the Library of Congress also cooperate. This year the Hall of Records staff gave instruction in calendaring, indexing, and photographic and repair work. The staff also spent a day with the genealogy class.

The Province of Saskatchewan first became a self-governing province in 1905; whereas the State of Maryland has governed itself since 1776. Yet despite the difference that such a factor alone creates in regard to records, these two reports show how similar are the problems of space, records disposal, and microfilming that face all archivists and how alike are the solutions.

GENEVA H. PENLEY

National Archives

State Papers of Vermont. Volume Eight, General Petitions, 1778-1787, edited by Edward A. Hoyt. (Montpelier, Secretary of State, 1952. Pp. xxiv, 437. $4.)

This volume is one of a series of the State Papers of Vermont, each volume of which, except the first (an *Index to the Papers of the Surveyor General*), embodies reproductions of original papers relating to various aspects of Vermont history — *Charters Granted by the State of Vermont, Journals and Proceedings of the General Assembly*, and *Petitions for Grants of Land*, among others. The present volume is an integral part of the series in question and contains petitions for the years 1778 to 1787, inclusive, "addressed to the General Assembly, to the Governor, to the Council, to combinations of these, and to the Council of Censors." Petitions are viewed broadly — and correctly — by Mr. Hoyt; memorials, addresses, representations, and remonstrances equate with petitions, since requests are contained in all of them.

The papers (about 163 items) are drawn from the bound volumes of manuscript Vermont State papers in the office of the secretary of state. The volume and the page numbers where the original of each petition will be found is placed immediately below the editorial caption, or title, at the head of each item.

Other phases of Mr. Hoyt's editorial technique are worthy of mention. Papers previously printed are properly excluded. The placement of the documents is chronological, also a sound practice. A paper without date is placed at the beginning of the month in which the context, or other evidence, discloses that it probably belonged. Material found on the reverse side of the manuscript, or on a separate sheet, which indicates official action taken, is printed as part of the document; irrelevant or unintelligible language so found is omitted. When the manuscript contains only the text of the petition, the words "No Additional Material" are placed within brackets at the end. But there is an exception to this routine: endorsements found on the originals are omitted from the printed text whenever equivalent official information has already been printed in previous volumes of the series of *State Papers of Vermont*. Such data are assembled, with appropriate citations, in footnotes.

Other footnotes are appended from time to time to supply data concerning the original manuscript, and to cite additional printed or manuscript materials. Biographical data are excluded from the footnotes for good and sufficient reasons. A usable index follows the text.

Perhaps more important than any of the editorial devices already described is the expressed purpose to supply a literal reproduction of the originals. Mr. Hoyt of course has recognized that complete literalism, short of the facsimile process, is unattainable in the printed text. I am, however, in full agreement with the effort to retain as much as possible of the pecularities and idiosyncrasies of both the writer and the age; conversely, I am quite out of sympathy with the modernization of old writings which is currently undertaken by a good many editors. The modernists would erase significant facets of the culture of another era as portrayed by the original written record.

The subject matter of this volume is of intrinsic importance. In the absence, to a large extent, of newspapers, political parties, and an efficient mail service, petitions constituted the principal means of informing assemblies of the desires and needs of the people. And so, in a real sense, the petitions here reproduced afford glimpses of the life of the people in a remote but important period in the history of Vermont. The historian, the genealogist, and the writer of historical fiction will find in the book a veritable storehouse of useful information. Compensation for war services and losses, roads, ferries, bridge building, land titles, disputed elections, establishment of town lines, squatters' rights, town charters, abatement of taxes, enlargement of counties, redress of grievances, judicial reforms, discharge from debts, and lotteries are representative subjects concerning which petitioners appealed to the constituted authorities. It is pertinent, moreover, to observe that the textual matter thus generally described is not, in one sense, unique — similar objects were the subjects of petition throughout the whole of frontier America for more than a

century subsequent to 1787. Mr. Hoyt's edition thus forms a component part of the documentary sources illustrating the practical workings of American democracy.

CLARENCE E. CARTER

National Archives

Quality Controlled Paperwork and Record Keeping. Technical Information Service Bulletin. (New York, National Records Management Council, 1953. Pp. 32. $2.00.)

The importance of statistical techniques in the control of paperwork and record keeping is one of the most important applications of statistical quality control in business. The use of statistical techniques in this line is new. Its first application, made in 1940 in the censuses of population and agriculture, was reported in the *Journal of the American Statistical Association* in two papers in 1942 and 1943. The idea spread in due time into business and the bulletin under discussion is a review of the methods and results in several business concerns.

This bulletin consists of five chapters. After an inspiring foreword by Emmett J. Leahy of the National Records Management Council, there is a brief introduction by the great master, Harold F. Dodge of the Bell Telephone laboratories; it consists of lines excerpted by the editor from an address that Mr. Dodge had earlier delivered in Milwaukee. The five chapters, written by Arthur Barcan, William M. Wilkerson, and Bennett B. Murdock, cover many different types of records and production. The explanations are excellent and the results of statistical quality control are said to be extremely pleasing — a speedier flow of work, fewer errors, and better allocation of human effort, all at less cost.

One remarkable omission from the content is a chapter that might have been written by Dale Lobsinger of United Airlines, who has made a remarkable improvement in service and in record keeping, with continually decreasing costs.

Another unwritten chapter might have been on the sampling of records for valuable statistical information. In a recent application, for example, a consultant in sampling made a study of a list of 220,000 accounts to discover how many of these accounts are over $2000, how many are between $1,000 and $2,000, and so forth, with the result that a sensible approach could be made in the collection of the accounts, with savings that will run into hundreds of thousands of dollars. The total cost of the sampling job was less than $1,700, including overhead and the consultant's fee, and the main results were ready in 3 days.

The ideas contained in this pamphlet and in others of its nature bring to management a tool that is destined to become within a few years so very important that management should do something at this time toward introducing the study of mathematical statistics and statistical techniques into schools of business administration and mangement.

The principle of the control of variability is not difficult, but it is diametri-

cally opposite to the training in engineering and many other disciplines, which teach that variability is always a sin. The fact is that there is and will always be variability in product, whether it comes from a machine or by direct human effort. There are two kinds of variability, however, controlled and uncontrolled variability. It will not be profitable to try to determine the cause of individual variations when the variability is controlled, but it will be profitable to try to determine and to remove the cause of uncontrolled variability.

The statistical device that is employed for distinguishing between controlled and uncontrolled variability is the Shewhart control chart, which is exceedingly simple. There is no other tool, but, fortunately, anyone can learn to make and use a control chart in a few days. Results often show themselves within a few weeks after the first application. Further applications of more difficult statistical techniques are equally fruitful. The mastery of statistical techniques means traveling a long road in education and experience.

The reviewer takes pleasure in recommending this pamphlet to managers and supervisors, even those with no statistical background. This recommendation contains only one reservation, perhaps a picayunish one. Both on the title page and in the chapter by Mr. Barcan the word "installing" is used. The cover-page starts off with "installing," as if the statistical control of quality were to be installed overnight or over a weekend, like a new carpet or a new lighting fixture. The fact is that the statistical control of quality begins from tiny seeds and grows. The growth must be like that of stalactites and stalagmites — from both top and bottom. The engineer or supervisor or even plant manager is helpless to improve his work or to introduce new methods for doing so unless he has active support and understanding from his superiors at the top. Fortunately, this pamphlet may be appreciated at all levels from the executive down.

It is very important for executives to understand that the statistical control of quality is NOT installed. Statistical knowledge is a scarce commodity. Like any scarce material, it should be used. It will bring forth results, and is doing so, in every human activity. It is up to management to use statistical knowledge in all types of work, and not just let nature take its course. Statistical knowledge does not just grow on trees. It comes with study; it requires support, nurture, patience. People of supervisory grade should be urged by management to take courses in statistical theory. A big company can make a good investment by sending one or two men of high caliber and proper mathematical background to some statistical teaching center for a year or two, or even to procure the Doctor's degree. No investment could yield such high dividends. Management itself must learn the use of statistical principles, or be beaten by competition.

W. Edwards Deming

U. S. Bureau of the Budget

First Five Administrators of Texas A. and M. College, 1876-1890, by David Brooks Cofer, College Archivist. (College Station, Tex., Association of Former Students of Texas A. & M. College, 1952. Pp. 48, illus., biblio.)

Early History of Texas A. & M. College Through Letters and Papers, by David Brooks Cofer, College Archivist. (College Station, Tex., Association of Former Students of Texas A. & M. College, 1952. Pp. 143, illus.)

These two first publications of the department of college archives, established in August 1950, are the work of its first head. Professor Cofer has taught at Texas A. & M. College since 1910 and is now both professor of English and college Archivist. In these two titles he begins a record of the history of the college, 1876-90; in the first through brief life stories of early presidents and faculty chairmen; and in the second by printing skillfully arranged documents that reveal significant and typical activities of the period, involving not only administrators but board and staff members, students, and even college friends. The college archives department plans two similar publications for 1953, one to be called *Fragments of Early History of Texas A. and M. College* and the other, *Second Five Administrators of Texas A. and M. College.* The goal of the department is to collect material for the writing of a well-documented history of the college by 1976, its centenary year. Professor Cofer as a college archivist believes that the publication of these booklets will aid in acquiring additional archival material by showing former students, especially those in early classes, what is needed in the form of documentary evidence for a college history. These publications also will unquestionably bring forth corrections and authentications.

Wholly unpretentious in format, the printing and paper are excellent, while the pictures, whether portraits, landscapes, or document reproductions, are numerous and clear. As a biographer Professor Cofer is factual, quoting extensively from letters and newspapers. The *Early History* will be the booklet of more purely professional interest to archivists elsewhere as to material and method. It is arranged by type of source: (1) Of Administrators; (2) Of Board Members; (3) Of Staff Members; (4) Of Students and Ex-Students; (5) Of Others. Under each heading, items are in chronological order; they consist chiefly of letters, some in photographic facsimile, but they also include affidavits, printed announcements, programs, a diploma, and similar materials. Professor Cofer's industry in gathering and arranging these materials is a distinct archival service. That they do not always carry a story line for the casual reader and that it is sometimes necessary to go from one group to another for clarification of significance — these are not defects in the light of Professor Cofer's goals.

It is impossible for an officer in another agricultural and mechanical institution not to admire the Texas A. & M. archival program. The materials, presented tellingly and typically, illustrate the struggles and problems of higher and technological education in the postbellum expansion common to all the midcontinent, not only to Texas. These materials will be ready to be fitted into a larger and widely significant synthesis that is crying to be written, describing the effect of Americans on education and of education on Americans.

JOHN H. MORIARTY

Purdue University

Safeguarding Our Cultural Heritage, compiled by Nelson R. Burr. (Washington, Library of Congress, 1952. Pp. x, 117, intro., index. Processed. 85 cents.)

As the subtitle states, this is a bibliography on the protection of museums, works of art, monuments, archives, and libraries in time of war. It presents, in 5 groups, annotated descriptions of 338 titles. The 5 groups include the following: (1) Bibliographies; (2) General Literature, listing titles on general protection, fire protection, shelter construction, packing and transportation, and war damage insurance; (3) Museums, Works of Art, and Monuments, with items relating to the protection of museums, international conventions, conditioning of shelters, and cleaning, repair, and restoration; (4) Archives, with entries relating to protection of archives, paper salvage hazard, the salvage of damaged records, and film records; and (5) Libraries, listing materials similar to the foregoing groups. An author index is included.

The bibliography was compiled in response to many inquiries received by the Library of Congress with respect to methods of protection against the destructiveness of possible large-scale war. Most of the titles are of the period between the Spanish Civil War of 1936 and the end of World War II hostilities in 1945. There are, however, some entries representing the thought and production of the World War I era and of the latter day "atomic age." The 338 entries are ably annotated to afford the searcher an insight as to the significant items he may wish to consult for light on his particular problem. More than four score entries, those numbered 233 through 316, are devoted specifically to the protection of archives; and every important work in this field is listed here.

A cursory inspection of the annotations reveals that, substantially, there are four principal methods of protection: (1) the removal and dispersal of records to apparently safe areas; (2) microfilming of records to provide security copies for placement in alternate depositories; (3) the construction and use of underground vaults; and (4) the installation or initial construction of bomb-resisting and fire-resisting structural safeguards for buildings above ground. Some of the works cited, especially the British entries, deal importantly with methods of evacuation, and infrared-ray and other means of retrieving charred records.

Well represented in the number of the titles are the British Records Association and the *American Archivist*. Articles by several members of the Society of American Archivists are listed, including Karl L. Trever, Ernst Posner, Adelaide L. Minogue, Waldo G. Leland, Emmett J. Leahy, Arthur E. Kimberly, Oliver W. Holmes, Collas Harris, Henry H. Eddy, and this reviewer. This bibliography is well done and, considering the token price, every archivist can well afford to have it on his bookshelf.

VICTOR GONDOS, JR.

National Archives

Rules for Descriptive Cataloging in the Library of Congress; Phonorecords. (Preliminary ed., Washington, Library of Congress, 1952. Pp. iv, 10. Free.)

The Library of Congress rules for descriptive cataloging, first published in

1947, intentionally omitted special sections on sound recordings, motion pictures, manuscripts, prints and photographs, and books for the blind. The work of preparing such sections has since been pressed ahead, rules for particular categories being issued separately as they are ready, as is the case here. All of the special types of material being covered, except books for the blind, present serious problems for archivists.

In the field covered by this pamphlet and related rules for cataloging music the titling of works is so anarchic that librarians have had to apply "conventional titles" consisting largely of quasi-scientific "species" designations. The solution achieved is of great interest because anarchic titling of filing series creates an analogous problem for archivists.

A prominent feature of this pamphlet is its abandonment of the current awkward and chaotic terminology of physical forms in favor of a systematic nomenclature of coined words (phonorecord, phonodisc, phonocylinder, phonotape, phonowire, phonofilm, phonoroll) and a distinction between "aural" and visual versions of the same work. In such features the rules reflect a very respectable intellectual wrestling with the underlying taxonomic problems involved. The technical competence in the handling of minutiae is of course what can always be expected of the staff of the Library of Congress.

DALLAS IRVINE

National Archives

A Catalogue of Manuscripts in the Collection of Western Americana Founded by William Robertson Coe, Yale University Library, compiled by Mary C. Withington. (New Haven and London, Yale University Press and Oxford University Press, 1952. Pp. x, 398, index. $10.)

A guide to manuscripts relating to the trans-Mississippi West in Yale University Library, this volume was prepared by a research associate of that library. The manuscripts consist principally of the collections assembled by William Robertson Coe and Winlock W. Miller, Jr. Mr. Coe, for many years an insurance company executive, gathered manuscripts and publications concerning the West with the aid of Edward Eberstadt, a dealer in Western Americana, and in 1942 began presenting his collections to Yale University Library. Though Mr. Coe did not specialize on the Southwest, there are some materials on that region. Mr. Miller, after his graduation from Yale in 1928, undertook the collection of original materials on the Pacific Northwest, of which he was a native, and after his death in 1939 his collections were presented to Yale. Manuscripts from other sources are also included in the catalog, except the Henry R. Wagner collection on the Southwest and Texas, concerning which, however, some information is presented in the introduction.

The catalog describes the groups of papers under an alphabetical arrangement according to the name of the author or collector, or according to the subject matter. The entries give the full name of the writer, the subject, or a group heading. If the manuscript has a title, it is quoted. Information is also included as to the number of volumes or pages, the size in centimeters, and the different types of material. At the expense of much research, the usefulness

of the catalog has been greatly enhanced by the inclusion of biographical information, of descriptions of subject matter, and of information on the provenance of papers and the place of publication, if any. For the papers of individuals the entries contain lists of letters by the writer, letters to him, and other manuscripts. The materials described in this catalog are exceedingly varied in subject matter, geographical distribution, and type. Most of the groups of papers are small, but there are several sizable ones of considerable importance for the Hudson's Bay Co., the Mormons, missions in the Pacific Northwest, and prominent individuals such as Granville Stuart, Isaac I. Stevens, Elwood Evans, H. Miles Moore, and John W. Geary. Particularly numerous are overland journals and diaries of the midnineteenth century. There are papers of importance for the history of the Territories, except those of the Southwest, and other papers relating to military expeditions, surveys, campaigns, and army posts. Besides letters, journals, and diaries, there are a variety of business records and cartographical and pictorial materials. In date the manuscripts range from the middle of the eighteenth century to well into the twentieth, but the mass of the documents pertain to the nineteenth century. An index of names and subjects, which is not completely analytical, enhances the value of the catalog for reference purposes. The collections described in this catalog have something for almost everyone; students of the trans-Mississippi West cannot afford to neglect them.

HENRY P. BEERS

National Archives

Merchant Steam Vessels of the United States, 1807-1868; "The Lytle List," compiled by William M. Lytle from official Merchant Marine documents of the United States and other sources; edited with an introduction by Forrest R. Holdcamper. [Steamship Historical Society of America, *Publication* no. 6.] (Mystic, Conn., the Society, 1952. Pp. xiii, 294.)

Occasionally some decadent relic of the nineteenth century will protest the extraordinary attention given to science in these fantastic years, complaining that already the beast has attained a size and strength that threatens our control over it. Similarly, records accumulate at a rate that at times defies the capacity of archivists to reduce them and keep them in some kind of usable order. The historian accordingly turns with grateful relief to that rare bird who cares not a whit who writes the nation's monographs but gives his undivided attention to putting a segment of its paperwork in easily usable form. Having completed half a century in the Federal civil service, William Lytle devoted the greater part of his 12 years in retirement to compiling and perfecting this list of merchant steam vessels of the United States, from the *Clermont* (*North River*) in 1807 until 1868, when the Department of Commerce began the publication of its annual *List of Merchant Vessels of the United States.*

The main list is arranged in alphabetical order and gives for each vessel not only name, tonnage, and place and year of building, but also rig, first home port, and date and manner of disposition. Three supplementary lists add

materially to the interest and usefulness of the volume. These give for the same period and class of vessels: losses of vessels; vessels converted to steam; and vessels mentioned in other sources but not found in Federal records.

Steamboat fans, who appear to be legion as well as ardent, and Federal archivists, predestined to answer tens of thousands of vessel queries, will give thanks for this book. The gratitude will deservedly go not only to the civil servant whose name it quite properly bears but also to Forrest Holdcamper, who with the aid of John Nolen and Bradford Mitchell checked and edited the lists, and to the Steamship Historical Society of America, which arranged for and financed the publication. A determined effort to find fault with the manner of execution enables the reviewer to offer only one minor suggestion for improvement — a table of contents to aid the reader in finding the beginning of each of the several lists.

Louis C. Hunter

American University

Duplicated Pamphlets, by M. F. Bond, Clerk of the Records, Record Office, House of Lords, Westminster. (Nos. 1-8, London, 1951-53. Processed.)

As tall as or taller than the Clock Tower housing "Big Ben," the exquisite Victoria Tower, 75 feet square, was intended to serve a utilitarian as well as a decorative purpose; its interior was planned as a prosaic ventilating shaft for the new Palace of Westminster, built during the nineteenth century as the home of the Parliament of Britain. As a ventilation shaft the tower proved unsatisfactory. But since 1946, when the clerk of the Parliaments established an archival records office there for the House of Lords, its interior has been reconditioned and even airconditioned (to 60° F.); and in the tower — not 2 miles away from the Public Record Office, where are kept the pre-1500 records of Parliament — are now stored the bulk of the surviving modern records: roughly speaking, the original acts and other basic legislative records from the time of Columbus to our day.

Nearly all the original House of Commons material up to 1834, except for the Commons journals and incidental Commons items in the House of Lords records, was destroyed by fire in that year. Partly because of this misfortune, but perhaps principally because the Lords have constitutionally held the superior role in record making and record keeping, the extant original records of the upper House at Westminster overshadow both in amount and in quality the extant original records of the lower House. Inasmuch as noncurrent Commons records are preserved in the Victoria Tower in close proximity to the noncurrent Lords records, it is useful to know that the record office of the Lords, headed by M. F. Bond, will even undertake to advise searchers as to the availability of Commons material.

These 8 stenciled handouts, each mimeographed on legal-size white paper and none more than 13 pages in length, were issued for the practical benefit of the increasing number of scholars who come to use the manuscripts at Westminster. In transmitting a set of the leaflets at the request of the reviews editor of this magazine, their sponsor spoke of them as duplicated pamphlets

highly ephemeral in nature and probably not worth a note here. One reason for leaning toward this pessimistic view may be the utter noncomformity with which the stencil cutters appear to have handled such details as dates, subheadings, punctuation, pagination, and so forth.

No. 1 of the series is an introduction to the various classes of legislative records; no. 2 is a bibliographical list of the more than a score of volumes, only two now out of print, published between 1871 and 1949 to calendar or reproduce manuscript materials of the Lords; no. 3 catalogs documents displayed in the record office in Victoria Tower and lists the 17 famous documents that have long been exhibited in the library of the Lords; no. 6 analyzes the types of material currently being produced and brought after about 18 months into archival custody; and no. 7 describes a collection of fugitive manuscripts that after 300 years have been returned to the files.

Nos. 4, 5, and 8, which are annual reports for 1950, 1951, and 1952, trace the archival narrative for those calendar years. From the reports the reader can judge that the main papers of the Lords are being repaired and incorporated into bound files; that plans, presumably including maps, that accompany acts are being cleaned, repaired, and mounted; and that a program is being pushed for the chemical control of fungi.

In the United States of America — where Jefferson's *Manual of Parliamentary Practice*, based largely on British precedent, continues to be printed at such length in the official manuals for the guidance of the Senate and the House of Representatives — legislators and archivists, if not citizens at large, hold something akin to proprietary interest in Parliamentary law, history, and record keeping. In short, these leaflets may border on the ephemeral, but, happily for Western civilization, the records of Parliament do not.

H. B. Fant

National Archives

Guide to Sources of English History From 1603 to 1660 in Reports of the Royal Commission on Historical Manuscripts, by Eleanor Stuart Upton and George P. Winship, Jr. (Washington, Scarecrow Press, 1952. Pp. xxviii, 151. $3.50.)

This guide is a subject-matter index to the materials on English history from 1603 to 1660 to be found in the first nine reports made on individual collections by inspectors for the Royal Commission on Historical Manuscripts. References to later reports which more fully describe manuscripts noted in the first nine are also included. Printed parliamentary proceedings and manuscripts stated in the reports to be in print are omitted as are those not privately owned. For the purposes of this index English history is defined as the political, military, social, economic, cultural, and ecclesiastical history of England, Wales, and the English colonies. Material dealing with foreign countries is excluded unless it throws light on English history; so are matters of purely local and personal interest and most legal and literary documents. Because they are taken care of in the indexes to the reports, place and personal names are omitted except as they are necessary to identify or limit a subject-matter

entry. The listings in the guide are brief but distinctive; the great majority contain dates and there is considerable cross referencing. The entire index is short enough to be scanned by anyone uncertain of the exact heading under which to look for a particular subject.

Within the limits they have set for themselves Miss Upton and Mr. Winship seem to have done a competent piece of work. Until the guide has been used by scholars working in the period its utility cannot be adequately tested. Undoubtedly the omissions will prove annoying to some, but the variety of topics listed suggests that many will find it useful. Scholars whose fields of interest are not included may well be envious of those who can turn to this guide for assistance in using some of the reports of the commission.

In their brief introduction the authors explain the scope of the guide and their system of notation and abbreviation. They also indicate the organization and character of the various kinds of reports issued by the commission and the contents of the aids to their use which they list at the end of the introduction. Although they have not traced the migrations of the manuscripts to which the index makes reference, they have in their discussion of these aids provided some help for those who wish to see the original documents.

The volume is attractively printed in photo offset and should prove easy to use.

ELISABETH G. KIMBALL

Princeton, New Jersey

Guide to the Berkshire Record Office, prepared for the County Records Committee by Felix Hull, County Archivist, with a foreword by H. J. Thomas, Chairman of the Berkshire County Council. (Reading, Berkshire County Council, 1952. Pp. xv, 117, illus.)

Unobtrusive scholarship and a comprehensive knowledge of the latest developments in British record management have combined to make this *Guide* a useful handbook for historians and archivists alike. In adapting the classification systems used for the *Guide to the Surrey Records*, 1929, and the *Guide to the Essex Record Office, part 1*, 1940, Dr. Hull and his assistants have grouped and described the Berkshire record office holdings in a manner that reveals the evolution of local government by statute, local regulation, custom, and the sheer force of economic and social pressures.

It cannot have been an easy task. Dr. Hull was appointed county Archivist in 1948. He was faced with an accumulation of county, borough, parish, and estate records and papers, as well as those of defunct statutory authorities. These papers owed their preservation to 12 years of work on the part of members of the county council and others and to donations or deposits by private owners, solicitors and estate agents, municipal and parochial authorities. The breakup of large estates due to the existing system of taxation has also contributed to the volume of county records, for with commendable foresight and the cooperation of the British Records Association such property records as those of the Earl of Craven have been sent by his solicitor to the respective counties in which his estates lay, while papers dealing with the Berkshire

properties of the Neville family have been transferred to these county archives from the Essex County record office where they had been preserved.

In these circumstances the records have been arranged under four heads: county records, which are listed under the title "official," a not too happy differentiation; borough records; parish records; and "unofficial deposited archives" consisting of estate and family papers, solicitors' and estate agents' collections, and records of charities. The usual catastrophes from fire, flood, and negligence are noted with some explanation as to the extent of losses, but a widely representative collection remains. Financial records show the greatest loss, but there are splendid opportunities to observe the development of the enclosure system and the evolution of roads and highways. Prereformation manorial material is not to be expected in any quantity since Berkshire was chiefly monastic and forest estate, but the donations of family and estate papers for the postreformation period have been classified so that the incidence of public service is apparent and, as one might expect, there are glimpses of the overseas interests and service in which the typical land-owing families participated. Town records are listed with those of the boroughs. Here, Hungerford provides a sample of the tenacious struggle for the preservation of "liberties," since the Hock-Tide Court still supervises the commons and fishing rights and, we may presume, presides over the picturesque Easter revels from which the name was drawn. Records of this court, 1582-1937, have been preserved. Parish records would seem to have presented the greatest challenge even though the archivists point out that Berkshire lacks some of the 200 types of records created by the poor law guardians. Nevertheless the public responsibilities, education, and charitable duties of the parish appear in this guide, together with such purely parochial matters as glebes, tithes, warden's accounts, and the care of the church fabric.

Information as to the whereabouts of related collections is given throughout the text and some more important repositories are listed on page 99. The regulations governing facilities to students are printed. There is an index. Printing and illustration are of good quality.

It appears that Dr. Hull has recently accepted the office of Archivist for the Kent County Council. One can only look forward with keen anticipation to the day when, with equally fine assistance, another such *Guide* will appear.

Norah Story

Public Archives of Canada

News Notes

MARY C. LETHBRIDGE, Editor[1]
Assisted by ROY HART, *National Archives*

Department of State
Washington, D. C.

SOCIETY OF AMERICAN ARCHIVISTS

The annual meeting of the Society will be held in Detroit, Michigan, on September 13-15, 1953. The Hotel Park-Shelton has been designated as headquarters, and the Society's registration desk will be in operation on Sunday, September 13, between 9 a.m. and 10 p.m. Members desiring to take Sunday no-expense tours to such points of interest as Greenfield Village or the Marine Museum must register before noon on Sunday, and those interested in a tour of the Rouge River plant of the Ford Motor Company should so indicate at the time of registration.

In years past the programs at annual meetings have been very diversified as to subject content. Such programs permit individual members to participate in sessions devoted to topics of immediate personal interest, and this is a valid objective. This year, however, because of the unusual opportunity that presented itself, the program committee has decided to devote the major sessions of the meeting to an intensive examination by both European and American authorities of the progress, problems, and techniques in the fields of business archives, business history, and business records management. The opening of the Ford Motor Company Archives in Fair Lane in May emphasized the progress now being made in the business records field and the committee feels that all members of the profession will be interested in an examination of the various aspects of this challenging area of archival science. Concentration of the program on a single theme, the committee has learned, will make it possible to publish in a single volume, at no expense to the Society, the papers presented at the meeting. Such a volume, the committee believes, will be a first-rate contribution to the literature of our profession.

On Sunday evening, September 13, there will be a buffet supper, courtesy of the Ford Motor Company, and a meeting of the council of the Society. Monday and Tuesday breakfast sessions arranged at the Park Shelton by special groups, such as the college and university archivists, the church archivists, the State and local archivists, and the custodians of historical manuscripts, will discuss problems and progress reports of special interest to them. In addition to the regular program, members and friends of the Society will

[1] Mrs. Lethbridge has been writing the news notes for our quarterly since the issue of January 1948. Formerly a member of the staff of the National Archives, she has been employed by the Department of State since 1951. Like Mr. Wood, she outranks in editorial tenure both the editor and the associate editor of this magazine.

be guests of the Ford Motor Company Archives at Fair Lane. The annual dinner and business meeting will be held at the Park-Shelton on Tuesday, September 15, at 7:30 p.m. Members will receive hotel and registration information and copies of the official program well in advance of the dates scheduled for the meeting.

The secretary reports that the following persons have been accepted by the council as members of the Society:

Robert Bauman, Dearborn Historical Museum; Elizabeth A. Biggert, Ohio State Archaeological and Historical Society; the Rev. Edmund L. Binsfeld, St. Charles Seminary, Carthagena, Ohio; Harry M. Bowen, Federal Records Center, Chicago; Paul G. Boyer, Naval Records Management Center, San Bruno, Calif.; John T. Caton, Maryland Hall of Records; Fred Dieck, Radio Corporation of America; John L. Donovan, Federal Records Center, Boston; Albert Ten Eyck Gardner, Metropolitan Museum of Art; Cora A. Geiger, The White House; Ellen Hildreth, Air University, Maxwell Field, Ala.; Dallas D. Irvine, National Archives; Tilghman O'Neil, Armed Forces Institute of Pathology; Rex W. Ramey, U. S. Department of State; Margaret Rose, North Dakota Historical Society; Benedict Zobrist, Library of Congress.

The president of the Society announces that the following committee assignments have been made in addition to those published in the April issue of the *American Archivist*:

Committee on Membership — Philip P. Brower, Chairman; Margaret Shuman, Helen L. Chatfield, Henry Edmunds, Philip C. Brooks.

Committee on College and University Archives — Edith M. Fox, Jacqueline Bull.

Committee on Labor Union Archives — Leone W. Eckert.

Committee on Microphotography — W. Frank Burton, Chairman; Mary G. Bryan, Charles W. Dickens, Beryl E. Garner, Dolores Renze.

The following members have been appointed to represent the Society with the organizations noted:

William J. Van Schreeven — Library of Congress *ad hoc* Committee on the Acquisition of Manuscripts.

Guy A. Lee and William J. Van Schreeven — International Council on Archives during the Second International Congress on Archives.

Sherrod E. East — Committee on Conservation of Cultural Resources.

Albert H. Leisinger, Jr. — A.L.A. Committee on Microreproduction.

Solon J. Buck — nominated by the Society; elected by the National Records Management Council to its Board of Directors.

Since the last reported proceedings of the council, the following resolutions have been adopted:

Resolution on the Non-Political Character of the Position
of the Archivist of the United States
Adopted by the Council of the Society of American Archivists
March 21, 1953

Whereas the Society of American Archivists, which has a deep interest in the agencies of the Federal Government which serve the needs of historical scholarship and which preserve the records of our past achievements, is particularly concerned with the sound evolution of the National Archives; and

Whereas agencies such as this operate on a technical and professional level removed from considerations of national policy; and

Whereas this agency has enjoyed the advantages of wise and experienced management;

Therefore, be it Resolved, That the Secretary of the Society of American Archivists, on behalf of the Council, respectfully urge the President of the United States and his advisers to give favorable consideration to continuing the National Archives under a professionally qualified director in accordance with the sound policy which has prevailed for more than fifty years in regard to the position of Librarian of Congress.

Resolution on the Preservation and Maintenance of the Treasures of the Austrian Public Records Office
Adopted by the Council of the Society of American Archivists
April 21, 1953

Whereas the records in the custody of the Austrian Public Records Office comprise some of the most important cultural and historical resources in Europe, and include, among others, the holdings of the following former Austrian central agencies in Vienna: (1) the House, Court and State Archives, (2) the War Archives, (3) the General Administrative Archives, and (4) the Finance and Court-Exchequer Archives; and

Whereas these resources constitute treasures of unique and irreplaceable value not only for Austria but for the whole civilized world; and

Whereas the facilities now available for the maintenance and preservation of these treasures are inadequate and new facilities are urgently needed for this purpose; and

Whereas the Austrian Government, as a consequence of the Second World War, is not in a position to raise all of the funds required for the construction of new facilities;

Therefore, be it Resolved, That the Secretary of the Society of American Archivists, on behalf of the Council, respectfully express to the Honorable Ambassador of the Austrian Government in Washington, D. C., the concern of the Society for the preservation and maintenance of the world-renowned treasures of the Austrian Public Records Office, and the hope that funds may be provided, by private foundations and otherwise, for the construction of facilities that are urgently needed for the protection of these treasures.

NATIONAL ARCHIVES AND RECORDS SERVICE

Seven new members have been designated to serve on the Federal Records Council. They are J. Mark Trice, Secretary of the Senate; the Hon. Harley D. Staggers, House of Representatives; Harold B. Willey, Clerk of the U. S. Supreme Court; A. B. Strom, Administrative Assistant to the Postmaster General; Eric G. Stewart, Planning Officer, Federal Communications Commission; Fred W. Shipman, Assistant Chief for Records, Division of Communications and Records, State Department; and C. L. Curtiss, Assistant Director for Contact and Administrative Services, Veterans' Administration. Other members of the council are Ellis S. Stone, Acting Chief, Office of Administrative Planning, General Accounting Office; the Hon. Edward T. Miller, House of Representatives; Henry P. Chandler, Director, Administrative Office of the U. S. Courts; Ollon D. McCool, Chief, Records Management, Adjutant General's Office, Department of the Army; and Helen L. Chatfield, Records Officer, Bureau of the Budget.

Volume GS-7-2, *Records Centers*, which constitutes the second volume of a projected General Services Administration Manual GS-7, *Federal Records Management*, has just been issued. Prepared in loose-leaf form to permit in-

sertion or removal of pages, the volume sets forth "the rules governing the internal management and operation of records center program activities of the General Services Administration." It is divided into seven parts or sections — introduction, accessioning, reference service, disposition, document reproduction, records security, and internal administration. Two appendixes contain sample forms and miscellaneous exhibits. Copies of Manual GS-7-2 are available to State archivists and records officers, on request to the Records Management Division of the National Archives and Records Service.

Finding aids recently issued by the National Archives include preliminary inventories of the records of the Bureau of Agricultural Engineering and of the Office of War Information and special lists of foreign service posts records and of National War Labor Board wage stablization cases acted on by the Board's headquarters office. A paper entitled "Archives of United States Diplomatic and Consular Posts in Latin America," originally published in the *Hispanic American Historical Review*, 33: 168-183 (Feb. 1953), has also been issued as a separate by the National Archives.

Positive microfilm copies of the following are now available through the National Archives microfilm publication program: Despatches from United States ministers to Russia, 1808-1906 (66 rolls), and to Turkey, 1818-1906 (77 rolls); letters received by the Secretary of the Navy from Commanding Officers of Squadrons, 1841-86 (300 rolls); letters received by the Secretary of the Treasury from Collectors of Customs, 1833-69 (226 rolls); and the *Federal Register* for 1952 (6 rolls).

On April 30, 1953, the National Archives opened a special exhibit to commemorate the 150th anniversary of the Louisiana Purchase. On display are the American original of the historic Louisiana Purchase Treaty, signed in Paris on April 30, 1803, by Robert Livingston and James Monroe for the United States and Francois Barbé Marbois for France; the French Instrument of Ratification, signed by Napoleon, Talleyrand, and S. Maret; messages of Jefferson to Congress, including his confidential message asking for an appropriation for the Lewis and Clark expedition; records relating to the transfer of sovereignity at New Orleans; and papers documenting the payment of $15,000,000 for Louisiana. Twenty-eight other historic documents relating to the purchase and the early history of Louisiana were lent by the National Archives to the Louisiana State Museum in New Orleans for use in its Louisiana Purchase Exhibit, which also opened on April 30.

LIBRARY OF CONGRESS

Mrs. Grace Coolidge of Northhampton, Mass., has presented to the Library of Congress as a gift to the Nation a large group of her late husband's papers, which the former President himself deposited in the Library in 1929. The Calvin Coolidge papers, which number some 82,000 pieces, are a valuable part of the Library's original research materials in the field of recent American history. The collection consists of correspondence conducted in the Executive Office during President Coolidge's administration. A card index, which was

prepared by the White House staff, greatly facilitates the use of the papers. Scholars have used the Coolidge papers in the Library of Congress for many years with Mrs. Coolidge's permission. Such permission still must be obtained and should be requested through the chief of the Manuscripts Division. Additional Coolidge material is in the Forbes Library at Northampton.

A letter that Abraham Lincoln wrote to his friend and political counselor, Jesse W. Fell of Bloomington, Ill., on December 30, 1859, has been acquired by the Library. It is the covering letter that accompanied the three-page autobiography that Lincoln wrote for use in acquainting voters in the East with facts about his life and political career.

Personal papers of Jacob A. Riis, journalist and philanthropist, have been presented to the Library by his widow. The collection, comprising some 600 pieces, is supplemented by about 80 letters previously in the Library, from Theodore Roosevelt to Riis. The papers reflect Riis' philanthropic interests and include letters from other well-known persons that throw light on the reform activities of his day.

Dr. Konrad Adenauer, Chancellor of the Federal Republic of Germany, on April 9 presented to the Secretary of State three school composition books of Carl Schurz for the Library's collection of Schurz papers. The notebooks, which throw new and interesting light on Schurz' formative years, have been added to the main body of his papers, which were deposited in the Library by his sons and daughters in 1907.

The Honorable Breckinridge Long has added about 45,000 manuscripts to the collection of his papers already in the Library. The addition contains some material supplementary to the earlier collection, which was centered about Mr. Long's service as Third Assistant Secretary of State during President Wilson's administration, but it deals in the main with such later phases of his career as his service as Ambassador to Italy (1933-36), Ambassador on special mission to Brazil, the Argentine Republic, and Uruguay (1938), and Assistant Secretary of State (1940-44).

Some 6,000 papers of Levi Woodbury (1789-1851), Senator, cabinet officer, and Associate Justice of the Supreme Court, were added to the Library's collection of Woodbury papers by his great-grandchildren. The additional papers are composed principally of correspondence — press copies of his own letters and hundreds of letters he received from 1807 to 1845. Although they relate to many phases of Justice Woodbury's distinguished career, they are most numerous for the years 1834-41, when he was Secretary of the Treasury. A smaller number of the papers of his son, Charles Levi Woodbury, accompanied the gift. These include three letter books containing copies of his letters from 1850-97, scrapbooks, a group of letters received, and papers relating to his work on the American fisheries question involved in the Washington Treaty of 1885.

Microfilms of many foreign manuscripts of American interest have been received. From the Public Record Office in London have come copies of all 68 volumes in Colonial Office series 1, composed of colonial manuscripts, 1574-1697; 21 volumes of Foreign Office legation archives, containing correspond-

ence of the British Minister to the United States, 1876-78; 17 volumes of Treasury records, covering minute books, 1765-84; and 40 volumes of selected admirals' journals and captains' logs in series 50 and 51 of the Admiralty records. Other manuscripts from England now available on microfilm are: the records of the Society for the Propagation of the Gospel in Foreign Parts, including letters and reports of missionaries and other correspondents in the American colonies (series A and B), as well as journals, 1783-1901, and minutes, 1823-1900, of the Society; about 125 papers of the firm of Baring Brothers of London relating to Maine lands, 1792-1836; and 18 volumes of the Aberdeen papers filed among the additional manuscripts in the British Museum. The papers of Baron Capellen van der Pol have been microfilmed from the originals in the Algemeen Rijksarchief at the Hague.

The Library has recently acquired a large collection of photographs of buildings, street scenes, and other views throughout the United States, almost the entire working file of the Albertype Co. of Brooklyn, N. Y., which has been in the postcard and souvenir booklet business since shortly after the Civil War. After the collection has been organized, it will be available in the Prints and Photographs Division, and photographic copies may be ordered from the Library's Photoduplication Service.

THE MANUSCRIPT SOCIETY

Justin G. Turner, president of the society (formerly the National Society of Autograph Collectors), is on the trail of manuscript copies of the thirteenth amendment to the Constitution. The society knows of the existence of 16 copies, including manuscript copies signed by Lincoln, Hamlin, Colfax, and Forney; manuscript copies signed by all or some of the above and various Congressmen; printed copies signed by Lincoln, Hamlin, Colfax, and Forney; and printed copies signed by these and various Congressmen. The 16 known copies are at Cornell University, the Morgan Library, the Detroit Public Library, the Huntington Library, the Illinois State Historical Society, the Library of Congress, and the National Archives and in the possession of the Rosenbach Co., Otto Fisher, J. K. Lilly, and Justin Turner. Anyone knowing of other copies is requested to write to Mr. Turner at 6305 Yucca Street, Los Angeles 28, Calif.

FOREIGN NEWS

Australia

The Australian Government has purchased in London for its National Library, Canberra, one of the two surviving copies of the 1297 Inspeximus issue of Magna Carta. This issue contains Edward I's confirmation of the Great Charter in the identical words in which, in its final and definitive form, it is to be found in the Statutes of the Realm. The copy was purchased for $35,000 from King's School, Bruton, Somerset. A second copy of the Inspeximus issue, that sent to the Sheriffs of London, is in the Guildhall there and, with the exception of the Australian National Library's copy, all other

existing copies authenticated by Royal Seal are in England. The Lincoln Cathedral copy of John's charter of 1215 and the Laycock Abbey copy of Henry III's charter of 1225 have both been exhibited in the United States but now have been returned to England.

Canada

The Public Archives of Canada at Ottawa has published as no. 1 in its series *Inventaires provisoires* an inventory of transcripts from French archives relating to the French regime in America. Another inventory of interest to United States historians is that of *Record Group 7, Governor General's Office.*

The Ontario Archives has recently acquired a number of documents concerning the Earl of Selkirk and the controversy over the Red River settlement. Included are *The Communication of Mercator* (Montreal, 1817), *Continuing of the Communications of Mercator* (Montreal, 1817), and "Observation Upon the Papers Laid Before the House of Commons Relating to the Red River Settlement" (London, 1820), which appears to be the proof copy of a book that was never published.

The Archives of Laval University and Quebec Seminary have begun a long-term program of microfilming their most important collections with the primary purpose of preservation. The microfilms, however, are also used by the searchers, and a release has lately been granted for the sale of microcopies of an important collection called *Ma Saberdache,* by Jacques Viger, first mayor of Montreal, consisting of 44 volumes of especially significant historical documents. Copies have been acquired by the Public Archives of Canada, the Provincial Archives of Quebec, and the Municipal Library of Montreal.

Cuba

Roscoe R. Hill was the guest of Cuba and delegate to the Congress of Writers on José Marti, held in Havana February 20 to 27, 1953. Dr. Hill delivered to Joaquín Llaverías, Director of the National Archives of Cuba, a letter of greeting and an autographed photograph from Wayne C. Grover, Archivist of the United States. The presentation of the letter and photograph was made in a ceremony that received wide attention in the Cuban press. Captain Llaverías sent a reply and photograph to Dr. Grover, which were presented by Dr. Hill on March 6 in a ceremony attended by representatives from the Department of State and the Embassy of Cuba. The exchange of greetings by the directors of the oldest and newest archives in the Western Hemisphere symbolizes the high degree of cooperation that exists in the archival profession in the New World.

France

Archivists concerned with the arrangement, cataloging, and preservation of broadsides and posters will be interested in the booklet published by the Archives de la Marne, Chalons-sur-Marne, entitled *Classement, catalogage et conservation des affiches,* by René Gandilhon.

Great Britain

The Library Association has published in a volume entitled *Government Information and the Research Worker* the lectures given in April 1951 at the School of Librarianship and Archives of the University of London by librarians, archivists, and information specialists from the major ministries and departments of the British Government. The lectures report on published and unpublished resources in the various agencies that are of value to the special research worker; many of the resources described are believed to be little known even in Great Britain.

India

Steps have been taken by the National Archives of India to acquire copies of the records of the Dutch East India Company for the years 1693-1700. These when acquired will complete the Archives' collection of seventeenth century Dutch records relating to India. Arrangements are also being made for expanding the acquisition program to embrace historical materials available in well-known public repositories and private collections in India, with the object of building up at India's capital city a central repository where all materials of Indian interest will be available. Under this scheme negotiations have been undertaken with the Punjab Record Office for acquisition of microfilm copies of two most valuable Persian manuscripts that provide authentic information about the Court of Lahore in the nineteenth century.

CALIFORNIA

Legislation on archives and records management has been introduced in both houses of the California legislature. Little action has been taken as yet, perhaps because of the record number of bills (600) introduced at this session. Paul J. O'Brien, State Archivist, is attending the records management training program being conducted by the National Records Management Council in cooperation with the University of California in San Francisco; he travels 200 miles each week to attend the sessions.

Plans are being studied to renovate the present State Printing Office Building within the next 2 years for use by the State Archives.

Suda Lorena Bane, archivist, Herbert Hoover Archives, Hoover Institute and Library, Stanford University, died at Palo Alto on November 19, 1952, at the age of 66. After serving as assistant at the Washington Public Library from 1908 to 1917, Miss Bane became librarian of the Food Administration and in 1919 was transferred to the American Relief Association headed by Mr. Hoover. She went to Stanford in 1924 to take over the relief association's archives and became first archivist of the Hoover Archives. She edited the second series, *ARA Bulletins*, 1920-23, and served as coeditor of two books on relief activities published by Stanford University.

The Hoover Institute now publishes a monthly bulletin, *Tower Talk*, which provides information on research programs undertaken at the library and on the outstanding area collections of the library.

DELAWARE

The Public Archives Commission of the State has issued its *Approved List of Writing Materials, 1953*, in accordance with legislation that requires all custodians of public records or registries of the State or its subdivisions to use for recording purposes only such writing materials as have been approved by the commission. The list, a four-page leaflet, specifies papers to be used for permanent and semipermanent records, acceptable record inks, and acceptable typewriter ribbons.

GEORGIA

A grant of $8,000 from the University of Georgia Foundation has been made to the university's new Ilah Dunlap Memorial Library, which will open early this year. The money will be used for an extensive microfilming project to preserve valuable Georgia historical records. The foundation is supported by university alumni and friends throughout the country.

IDAHO

The Idaho Historical Society has acquired for its new genealogy department genealogy books from the State Law Library, the Boise City Library, the Daughters of the American Revolution, and the Sons of the American Revolution. The society is indexing and cataloging its Territorial papers, bound volumes of newspapers, and genealogies.

ILLINOIS

Records Controls, Inc. (formerly the Chicago Bureau of Filing and Indexing), now issues bimonthly a booklet called *Trends*, directed to management and full of ideas in the field of records. The first issue contains an amusing item about the trend in titles for what used to be file clerks or file supervisors; filing associations, too, are fast becoming records management associations.

MICHIGAN

The fur trade, the War of 1812, the Great Lakes, publishing and puppets, and the personality of Havelock Ellis are only a few of the topics covered by the manuscripts added to the Burton historical collection of the Detroit Public Library during the past fiscal year. The Alexander Thompson papers describe the fur-trading sideline of a United States Army officer at Mackinac and Fort Niagara between 1790 and 1805. Included in a gift from the Detroit Institute of Arts are additions to the papers of Lewis Cass, James Witherell, Solomon Sibley, and William Woodbridge, many dealing with some phase of the period of the War of 1812. An extremely valuable single acquisition is an orderly book of Captain Ballard of General Winchester's Army of the Northwest, on its march from Kentucky to the Battle of River Raisin, complete from August 17, 1812, to January 30, 1813. Additional Harrow Family papers of the mid-

nineteenth century, logbooks (including that of the North-west Company's sloop *Beaver*, 1792-99, and those of the steamers *Caledonia* and *Italia*, 1897-99), and — of special importance — the papers of the late Anna Sherman Moore, a student of Great Lakes history, add substantial strength to an already strong subject field. Both Marjorie Batchelder McPharlin and the Institute of Arts have presented valuable additions to the extensive papers of Paul McPharlin, publisher, designer, author, and puppeteer, whose main collection was presented in 1951.

Twenty-seven letters written by Havelock Ellis to Josephine Walther in the 1920's and 30's are the gift of the Institute of Arts, of which Miss Walther was a staff member until her death in 1937. The John R. Williams papers have been enriched by the purchase of over 500 items, covering the period from the 1790's through the 1830's and relating to the business and civic activities of Williams, who was Detroit's first mayor and founder of its fire service.

MINNESOTA

The Minnesota Historical Society has announced the acquisition of an important body of manuscripts. These are what appear to be 67 pieces of the rough daily notes of Capt. William Clark, made at the winter camp opposite the mouth of the Missouri, 1803-4, and on the first leg of the Lewis and Clark expedition up the Missouri to Fort Mandan and during the winter of 1804-5 before the expedition crossed the mountains. The journal for the winter 1803-4 at Camp Dubois near St. Louis is new material. Some brief notes and memoranda for this period are given in the Thwaites edition of the *Journals*. In the journal acquired by the society, however, there is important information on the organization of the party and the planning and preparation for the trip.

The entries in these notes from May 14, 1804, up to the time the party left Fort Mandan follow substantially the account in the published journal. The rough notes, though brief, contain in many entries matters not mentioned in the published account. There are maps and field sketches, some of which were incorporated in the maps and drawings of the Thwaites edition. An exact appraisal of the contribution of these manuscripts to existing knowledge will, of course, require many more months of work. The Clark notes were found among the papers of Gen. John Henry Hammond (1833-90) in an attic in St. Paul on January 5, 1953. There is as yet no explanation of how the notes came to be among the Hammond papers.

The Hammond papers themselves now number approximately 11,000 pieces; and members of the family are still adding to the group. The papers are particularly rich in material about the Civil War, Indian affairs in Dakota Territory, and the development of the Duluth-Superior area.

The manuscripts department of the historical society has microfilmed the 1890-96 section of the Ignatius Donnelly papers, and 16 reels of positive film are now available to libraries wishing to order. Since several libraries expressed interest in cooperating in a project to film the James Wickes Taylor papers, letters asking for subscriptions to the film and giving a description of

the papers have been sent to repositories collecting materials on the Northwest and Canada. Any libraries that have not received subscription blanks may get them from the Minnesota Historical Society, St. Paul 1, Minn.

To commemorate the golden jubilee of aviation, the society and the State Department of Aeronautics have invited the people of the State to help build a "jubilee collection" of manuscripts, pictures, and museum objects. Letters, with checklists of materials needed for the collection, have gone out to all airlines, flying clubs, and individuals in the State who have had a part in the first 50 years of aviation. The first materials in the collection are the addresses given at the annual meeting of the society by experts in the field of aviation.

A preliminary survey of the records of the city of St. Paul has been completed and a report is now being compiled for submission to the city council. The report outlines the condition of the archives and recommends a records management and archival program for current and noncurrent records.

The fifth annual conference on manuscripts was held at the society in October 1952. The conference, attended by 20 graduate students in history and American studies, was again sponsored jointly by the society, the State Archives Commission, and the history department of the University of Minnesota. Among the papers discussed were those of the American Immigration Co., illustrating business papers; those of James Wickes Taylor, as an example of diplomatic correspondence; the governor's archives, as an example of official records; and the papers of Henry Hastings Sibley, as an example of personal papers intermixed with official and business papers.

The Forest Products History Foundation, which is housed by the Minnesota Historical Society, has set aside the year 1953 in which to emphasize collecting the records of the forest products industries. Since January a number of large and significant acquisitions have been made. These include the papers of Dr. Carl Alvin Schenck; the records of the Bronson-Folsom Towing Co. of Stillwater, Minn.; and the records of the David Tozer Co. of Stillwater. Other groups of records to be processed this summer will be publicized when they are ready for searchers.

The foundation is putting greater emphasis on cooperation with other collecting agencies. This means that the foundation will encourage the forest products industries to deposit their records with agencies in their respective areas. The records of the Elk River Mill and Lumber Co. of Falk, Calif., have been turned over to the foundation and will be deposited in the Bancroft Library of the University of California at Berkeley.

The foundation has also launched an oral history program. Transcripts of interviews made in the redwood region of California will be deposited in the Bancroft Library.

MISSISSIPPI

Lt. Col. William D. McCain, who was called into active Federal military service as commanding officer of the 115th AAA Gun Battalion (90 mm.), Mississippi National Guard, on May 1, 1951, resumed his position as director of the Mississippi State Department of Archives and History on February 1,

1953. Charlotte Capers, acting director during his absence, has returned to her position as assistant director of the department.

MISSOURI

The Knights of Columbus have issued an illustrated booklet, *The Knights of Columbus Foundation for the Preservation of Historic Documents at the Vatican Library*, which describes the plans for the collection in the Memorial Library of St. Louis University of microfilm copies of the 42,000 manuscripts in the Vatican Library. According to present estimates the microfilming project will not be completed until 1955. Some service, however, is now available at St. Louis University to accredited scholars who wish to consult the documents already filmed.

MONTANA

In December 1952 the Historical Society of Montana moved into its new home, the Veteran Pioneers Memorial Building. The building provides a five-floor fireproof stack for the newspaper, book, and manuscript collections of the society's library, adequate working quarters, and a well-lighted reading room.

NEW JERSEY

The personal papers of the late James Forrestal, first Secretary of Defense, have been given to Princeton University by his widow and sons. Along with the papers, the university has received manuscripts, correspondence, documents, memoranda, photographs, books, and other material from the Forrestal family.

Before he died in 1949 Secretary Forrestal established the Forrestal Foundation Fund, the principal of which was left to Princeton. Some of the income will be used for the cataloging and preparation of these papers; all of it eventually will be devoted to the operation of the library at the Forrestal Research Center. Since some of the papers are personal and private, access to the collection has been restricted.

Clarence Dillon and Laurance S. Rockefeller have purchased from the New York *Herald Tribune* and presented to Princeton the personal diaries and other materials used in preparing the series of articles called the "Forrestal Diaries."

The director of the New Jersey Historical Society is looking for applicants, preferably male, for the librarianship of the society. Anyone with administrative ability, training and experience in archival work — including cataloging books and manuscripts and the care and preservation of historical records — in research and general library procedure, and in the local history field, not necessarily in New Jersey history, is invited to submit an application during July or September (*not* during August) to Mr. A. J. Wall, Jr., Director, New Jersey Historical Society, 230 Broadway, Newark 4, N. J.

NEW YORK

The sixth of the annual seminars on American culture will be held in Cooperstown under the auspices of the New York State Historical Association, July 5 through 11. Among the courses offered this year are "Using Local History," a workshop for local historians, under the direction of Albert B. Corey, State historian; "The School and the Museum," offered by Carl E. Guthe, director of the State Museum; and "Patterns of American Folk History," directed by Carl Carmer.

The Socony-Vacuum Oil Co. was host on March 3 to the first meeting of the New York Group of the Picture Division, Special Libraries Association. The meeting was addressed by Romana Javitz, superintendent of the picture collection of the New York Public Library. The organization is interested primarily in the use and care of pictorial materials; its membership includes those who deal with pictures for newspapers, magazines, advertising agencies, television and film companies, business and industrial firms, and public and private libraries and museums.

NORTH CAROLINA

The Robert D. W. Connor Award will be made by the State Literary and Historical Association for the first time in 1953 and annually thereafter for the best article based on original research in the field of North Carolina history, written by an undergraduate or graduate college or university student, and published in the *North Carolina Historical Review* in one or more of the four issues during the year preceding the annual meeting of the association. The award, to be announced at the morning session, will be a check for $25. This year's judges are Christopher C. Crittenden, editor of the *Review*, Paul Murray of East Carolina College, and D. J. Whitener of Appalachian State Teachers College. Any student having one or more articles to submit should send his work to D. L. Corbitt, managing editor of the *Review*, who will pass it on to the editorial board to be considered for possible publication.

For a number of years the law under which the North Carolina Department of Archives and History operates has provided for the destruction of useless county records upon certification by a county official that the records have no further "use or value for official or administrative purposes" and certification by the department that such records "appear to have no further use or value for historical research or other scholarly purposes." Within recent years a number of county officials have been reluctant to dispose of useless records because of the responsibility involved in making such a certification. The general assembly of 1953 therefore amended the law by adding a paragraph reading as follows:

> When any county, city, town or other governmental records shall have been destroyed or otherwise disposed of in accordance with the procedure authorized above, any liability that the custodian of such records might incur for such destruction or other disposal shall cease and determine.

Davidson County, N. C., recently transferred to the State archives court

minutes, tax lists, marriage bonds, and inventories of estates, and Duplin County transferred tax lists, minutes of the Board of County Commissioners, and other records.

The State Department of Archives and History has published the *Papers of Willie Person Mangum*, vol. 2, 1833-38, edited by Henry T. Shanks. Copies may be obtained by applying to the Department and enclosing a wrapping and mailing fee of one dollar.

The Historical Foundation of the Presbyterian and Reformed Churches at Montreat, N. C., announces that Wilhelmina Carothers has joined the staff to assist with the foundation's publication project, a printed catalog of the periodical holdings of the institution. Miss Carothers is a graduate of the University of Illinois Library School and has most recently been librarian of the School for Advanced International Studies of the Johns Hopkins University.

OHIO

Wilbur and Orville Wright's scientific papers — including letters, diaries, wind-tunnel tables, and propeller notebooks — are to be published. The two-volume publication of the McGraw Hill Book Co., sponsored by Oberlin College, will be based on the Wright manuscripts in the Library of Congress and will constitute a permanent tribute to the brothers' inventive genius. The Wright papers, which were given to the Library of Congress in 1949 by the Orville Wright Estate under terms that will make their contents public property after 1960, are being prepared for the press by the Library's Aeronautics Division on a grant from Oberlin College. The contract between Oberlin and the publisher, just signed, calls for publication before December 17, 1953, the fiftieth anniversary of the Wrights' first flight at Kitty Hawk, N. C.

OREGON

The State Archivist, David C. Duniway, in his report to the forty-seventh legislative assembly on archival activities for the year 1951-52, states that the Archives has 3,172 square feet of floor space available for storing records but that the State has 18,500 feet of permanent records, most of which are of necessity stored in costly office space. On the brighter side, 11 agencies are engaged in space-saving microfilm projects, including 6 agencies that are using microfilm for current business records. During the period covered by this report, the Archivist advised the disposal of 47 groups of State and 15 groups of county records and conducted classes in records management for the State civil service commission, in which 98 employees participated.

PENNSYLVANIA

A *Census of Autograph Music Manuscripts of European Composers in American Libraries*, compiled by Otto E. Albrecht, curator of music at the University of Pennsylvania Library, under the sponsorship of the Oberlaender

Trust, has just been published by the University of Pennsylvania Press. Two thousand manuscripts by 571 composers are listed alphabetically by composer and a supplementary list of owners is included.

C. C. Conner, who is in charge of the library and archives of the Aluminum Co. of America, has issued from his Pittsburgh office a seven-page memorandum outlining what information services his staff can render officials of the company. Among the materials mentioned as of special interest to them are suppliers' catalogs and pamphlets, plant histories (they now number 70 volumes and include a one-volume general company history), development division reports, annual shareholder reports, plant magazines and newspapers, company booklets and reprints, price lists from 1894, old photographs, and company correspondence. The memorandum closes with an invitation to use the library and archives, for, Mr. Conner says, he and his staff "view every difficult question as a challenge."

On April 20 the new records storage center for housing Philadelphia's municipal records was opened in the basement of the municipal court building at 1801 Vine Street. The center will accommodate an estimated 18,000-19,000 cubic feet of records and will act as a control center for the disposal of nonpermanent records and the accessioning of records for the city archives. The records center staff includes a reference section for service by telephone, messenger, or personal interview.

RHODE ISLAND

Brown University Library has acquired a negative microfilm, made by Prof. Morton Smith, of many early manuscripts in various libraries in Greece. This film, containing more than 5,000 exposures, includes sample pages of the oldest manuscripts of the uncataloged libraries in Dimitsane, Amorgos, and Paros; selections from the works of St. Isidore of Pelusium; tenth- and eleventh-century manuscripts of the minor works of Maximos the Confessor; and Catenae manuscripts of the ninth, tenth, and eleventh centuries.

SOUTH CAROLINA

The Historical Commission of South Carolina has published the third volume in the new series of Colonial Records of South Carolina, *Journal of the Commons House of Assembly, 1741-1742.*

SOUTH DAKOTA

The South Dakota State Historical Society began on July 1 to microfilm its current acquisitions of 13 daily and 175 weekly newspapers, hoping to reduce as rapidly as possible all its bound newspaper files to microfilm. The society has more or less complete files of 534 newspapers published in South Dakota since Dakota Territory was organized in 1861. The program will eventually free for archival uses about 20,000 cubic feet of space now occupied by bound newspaper files.

VERMONT

The 1953 legislature has passed a uniform evidence act authorizing the submission of photographic copies of business and public records as evidence. A bill, H. 120, providing for a $600,000 addition to the State Library and Supreme Court Building, was passed by the house and in May was still awaiting final action in the senate. This bill is of particular interest since the plans provide for quarters for an archives department, including vaults, search rooms, and repair and photographic rooms. All archival operations are now carried on in one room.

VIRGINIA

The Thomas J. Jackson Memorial has been incorporated in Virginia to "collect records bearing on the life and achievement of the Confederate general and make these available for research and study." The new organization will also provide scholarships, fellowships, sabbatical leave emoluments for teachers, and other incentives to scholars to study Jackson. Jay Winston Johns of Charlottesville, a member of the Virginia conservation commission and the Virginia Military Institute board, has been named president of the corporation.

The Alderman Library of the University of Virginia played host on May 9 to archivists in Virginia college and university libraries at a meeting of the college and reference section of the Virginia Library Association.

Preliminary steps have been taken by the Alderman Library and other interested parties in the assembling of all known Madison and Monroe manuscripts. In furtherance of this project the manuscripts division of the library recently received through Philip M. Hamer, executive director of the National Historical Publications Commission, 14 rolls of Madison and Monroe letters microfilmed from the domestic letters and miscellaneous letters series of the Department of State. The ultimate goal of this long-range plan is a publication of the Madison and Monroe papers similar to the Thomas Jefferson project undertaken at Princeton University.

Francis L. Berkeley, Jr., curator of manuscripts at the Alderman Library, has been spending a year's leave of absence in the United Kingdom under the Fulbright program. Sponsored by the University of Edinburgh, Mr. Berkeley is making a survey of British manuscript sources for Virginia history, especially in the colonial period. He is searching local and private libraries, university and college libraries, public records offices, and archives neglected or inadequately covered by existing guides and transcript projects. Among the numerous memoranda that he has sent back to the library, the following have been mimeographed and will be sent on request to any interested person or institution:

Bankes Manuscripts. With addendum. 9 p.

Bogle Family Manuscripts, 1729-1787. Glasgow-Virginia trade. 9 p.

Danby Family Correspondence of Virginia in the Cunliffe-Lister Muniments at Bradford, Yorkshire, 1654-1706. 3 p.

Edinburgh University Matriculation Records. Some notes relative to Virginia students.

Glasgow Matriculation Records. Notes relative to Virginia students. 1 p.

Hammond. Memorandum on the Papers of Sir Andrew Snape Hamond, Captain in the Royal Navy During the American Revolution. 3 p. and 3 p. supplement.

Houstoun. Glasgow-West Indies Trade, 1776-1781. Three large (folio) letter books of Alexander Houstoun & Co. of Glasgow. 3 p.

Lancashire's County Record Office, at Preston, England. Manuscripts of Virginia-Pennsylvania interest, 1682-1846. 4 p.

Liston. Sir Robert Liston's (1742-1836) Personal Papers as 2d British Minister to the United States, 1796-1802. 6 p.

Manchester's Libraries, 1953. 2 p.

Scottish. Notes from the national register of (Scottish) archives on manuscripts of American interest. 6 p.

Sheffield City Library. Notes on the Wentworth Woodhouse muniments and other manuscripts. 3 p.

Tobacco. Virginia tobacco and immigration, 1637. Cargo and passengers of the ships *Tristram* and *Jane*. 2 p.

WYOMING

The thirty-second legislature of the State of Wyoming passed a revised law relating to the State's archival and historical work and created the State Archives and Historical Department. The act did not basically change Wyoming's historical and archival program, but it streamlined the organization so that a director assumes the responsibility for the archival, historical, and museum work of the State, with trained assistants to carry out the program. A tight budget and a small staff handicap the work, but some progress is being made in all three fields of departmental activity. Lola M. Homsher has been appointed director and Henryetta Berry deputy director of the department. Their offices are located in the south wing of the new State Office Building in Cheyenne.